

# Public Document Pack

## LANCASHIRE COMBINED FIRE AUTHORITY

Monday, 19 September 2016 in Washington Hall, Service Training Centre, Euxton commencing at 10.00 am.

Car parking is available on the Main Drill Ground.

IF YOU HAVE ANY QUERIES REGARDING THE AGENDA PAPERS OR REQUIRE ANY FURTHER INFORMATION PLEASE INITIALLY CONTACT DIANE BROOKS ON TELEPHONE NUMBER PRESTON (01772) 866720 AND SHE WILL BE PLEASED TO ASSIST.

Rooms have been made available for Political Group meetings from 0900am onwards, and tea/coffee will be available in the Canteen from 0845am.

Labour Group – Pendle Room (formerly Staff Mess 1)  
Conservative Group – Lancaster House 2

## AGENDA

### PART 1 (open to press and public)

#### Chairman's Announcement – Openness of Local Government Bodies Regulations 2014

Any persons present at the meeting may photograph, film or record the proceedings, during the public part of the agenda. Any member of the press and public who objects to being photographed, filmed or recorded should let it be known to the Chairman who will then instruct that those persons are not photographed, filmed or recorded.

#### 1. **CHAIRMAN'S WELCOME AND INTRODUCTION**

(Standing item)

#### 2. **APOLOGIES FOR ABSENCE**

#### 3. **DISCLOSURE OF PECUNIARY AND NON-PECUNIARY INTERESTS**

Members are asked to consider any pecuniary and non-pecuniary interests they may have to disclose to the meeting in relation to matters under consideration on the Agenda.

#### 4. **MINUTES OF PREVIOUS MEETING HELD 20 JUNE 2016** (Pages 1 - 8)

#### 5. **MINUTES OF MEETING THURSDAY, 14 JULY 2016 OF NORTH WEST FIRE FORUM** (Pages 9 - 18)

#### 6. **MINUTES OF MEETING THURSDAY, 23 JUNE 2016 OF AUDIT COMMITTEE** (Pages 19 - 24)

7. **MINUTES OF MEETING WEDNESDAY, 29 JUNE 2016 OF RESOURCES COMMITTEE** (Pages 25 - 36)
8. **MINUTES OF MEETING MONDAY, 18 JULY 2016 OF PLANNING COMMITTEE** (Pages 37 - 40)
9. **FLOODING DEBRIEF OUTCOMES AND INVESTMENT**  
(Oral report)
10. **FOUR-YEAR SETTLEMENTS** (Pages 41 - 50)
11. **CORPORATE SAFETY, HEALTH AND ENVIRONMENT POLICY** (Pages 51 - 60)
12. **MEMBER CHAMPION ACTIVITY - QUARTERLY REPORT** (Pages 61 - 64)
13. **FIRE PROTECTION REPORTS** (Pages 65 - 68)
14. **COMMUNITY FIRE SAFETY REPORTS** (Pages 69 - 90)
15. **MEMBER COMPLAINTS (STANDING ITEM)**  
(Oral report)
16. **DATE OF NEXT MEETING**  
  
The next meeting of the Authority will be held on Monday 19 December 2016 at 1000 am at Washington Hall Training Centre, Euxton.
17. **URGENT BUSINESS**  
  
An item of business may only be considered under this heading where, by reason of special circumstances to be recorded in the Minutes, the Chairman of the meeting is of the opinion that the item should be considered as a matter of urgency. Wherever possible, the Clerk should be given advance warning of any Member's intention to raise a matter under this heading.
18. **EXCLUSION OF PRESS AND PUBLIC**  
  
The Authority is asked to consider whether, under Section 100A(4) of the Local Government Act 1972, they consider that the public should be excluded from the meeting during consideration of the following items of business on the grounds that there would be a likely disclosure of exempt information as defined in the appropriate paragraph of Part 1 of Schedule 12A to the Local Government Act 1972, indicated under the heading to the item.

# Agenda Item 4

## LANCASHIRE COMBINED FIRE AUTHORITY

Monday, 20 June 2016 at 10.00 am in Washington Hall, Service Training Centre, Euxton

### MINUTES

#### PRESENT:

County Councillor Francesco De Molfetta (Chairman)

#### County Councillors

|              |             |
|--------------|-------------|
| T Aldridge   | E Oades     |
| A Barnes     | M Parkinson |
| P Britcliffe | N Penney    |
| K Brown      | M Perks     |
| C Crompton   | J Shedwick  |
| M Green      | R Shewan    |
| D O'Toole    | V Taylor    |

#### Blackburn with Darwen Borough Council

M Khan  
Z Khan  
D Smith

#### Blackpool Council

F Jackson  
A Matthews  
T Williams

#### 1/16 APPOINTMENT OF CHAIRMAN

RESOLVED: - That County Councillor De Molfetta be appointed Chairman of the Combined Fire Authority (CFA) for 2016/17.

#### 2/16 APPOINTMENT OF VICE-CHAIRMAN

The Chairman invited nominations for the appointment of Vice-Chairman and County Councillor Parkinson was nominated for 2016/17. No further nominations were received.

RESOLVED: - That County Councillor Parkinson be appointed Vice-Chairman of the CFA for 2016/17.

#### 3/16 COMPOSITION OF THE COMBINED FIRE AUTHORITY AND WELCOME TO NEW MEMBERS

The Chairman welcomed new CFA Members County Councillors Ron Shewan and Vivien Taylor from Lancashire County Council. He thanked the remaining continuing Members for their work on the Authority over the previous year and looked forward to another successful year working together for Lancashire residents.

RESOLVED: - That the Composition approved by the 3 Constituent Authorities for 2016/17 for the Combined Fire Authority be noted and endorsed, and the two new Members appointed by Lancashire County Council to serve on the CFA for 2016/17 (County Councillors: Ron Shewan and Vivien Taylor) be welcomed.

4/16 APOLOGIES FOR ABSENCE

Apologies were received from County Councillors: T Burns, S Holgate, D Stansfield and J Sumner.

5/16 DISCLOSURE OF PECUNIARY AND NON-PECUNIARY INTERESTS

None.

6/16 APPOINTMENT OF CHAIRMEN & VICE-CHAIRMEN OF COMMITTEES

The Chairman, County Councillor De Molfetta presented the proposed Chairmen and Vice-Chairmen for the Authority's Committees. He also confirmed that the Chairman and Vice-Chairman of the Strategy Group were the Chairman and Vice-Chairman of the Authority.

RESOLVED: -

(1) That in accordance with Standing Order 5.1(b) of the Authority, the following members be appointed as Chairmen and Vice-Chairmen of Committees of the CFA for 2015/16.

- |                   |  |
|-------------------|--|
| (i) Appeals       | - County Councillor N Penney (Chairman) (LAB)<br>- County Councillor K Brown (Vice-Chairman) (CON)         |
| (ii) Audit        | - County Councillor C Crompton (Chairman) (LAB)<br>- County Councillor J Shedwick (Vice-Chairman) (CON)    |
| (iii) Performance | - County Councillor S Holgate (Chairman) (LAB)<br>- Councillor M Khan (Vice-Chairman) (LAB)                |
| (iv) Planning     | - County Councillor M Parkinson (Chairman) (LAB)<br>- Councillor F Jackson (Vice-Chairman) (LAB)           |
| (v) Resources     | - County Councillor F De Molfetta (Chairman) (LAB)<br>- County Councillor T Aldridge (Vice-Chairman) (LAB) |

(2) That Councillor D Smith be appointed as Chairman and County Councillor M Green be appointed as Vice-Chairman of the Member Training and Development Working Group for 2016/17.

(3) That County Councillor D O'Toole be appointed as Chairman of the Injury Pensions Sub-Committee for 2016/17.

(4) That the Authority confirms appointment of the following four Member Champions for 2015/16:-

County Councillor K Brown - Environment  
County Councillor T Aldridge - Equality and Diversity  
County Councillor M Perks - Older People  
Councillor F Jackson – Road Safety

7/16 RE-APPOINTMENT OF REPRESENTATIVES TO SERVE ON THE NORTH WEST FIRE FORUM & THE NORTH WEST FIRE CONTROL COMPANY

RESOLVED:-

(1) That 2 members of the Labour Group and 1 member of the Conservative Group (i.e. County Councillors F De Molfetta, M Parkinson and D O'Toole, as Chairman, Vice-Chairman and main Opposition Spokesperson) be appointed to serve as representatives on the North West Fire Forum for 2016/17.

(2) That County Councillors F De Molfetta and M Parkinson (as Chairman and Vice-Chairman of the Authority) be appointed as North West Fire Control Directors for 2016/17.

8/16 MINUTES OF PREVIOUS MEETING

County Councillor Penny advised that although she joined the Combined Fire Authority when it was formed in 1998, from 1989 onwards she had been a member of its Lancashire County Council predecessor Committee (known as the Fire Service and Public Protection Committee which also included trading standards).

RESOLVED: - That the Minutes of the CFA held on the 25th April 2016 be confirmed and signed by the Chairman.

9/16 PROGRAMME OF MEETINGS FOR 2016/17 AND 2017/18

Members considered that in the original Combination Scheme Order which made the Authority in 1998, section 21 (2) provided that "the Authority shall, before 31<sup>st</sup> December in any year, submit to each constituent authority an estimate of its net expenses for the next financial year, and shall subsequently, before 15<sup>th</sup> February, give notice to each constituent authority of the amount of the contribution to be paid by that authority under this paragraph in the next financial year". It was noted that at that time the Authority was a levying authority and the constituent authorities needed to include the CFA's levy in their own budget to determine the level of their precept. The deadline of the 15<sup>th</sup> of February thereby gave sufficient time for this. This subsequently changed when the Authority became a precepting Authority in 2004.

Given that the local government finance settlement is being announced later in February, it was proposed that the Clerk write on behalf of the Authority to seek permission to vary the deadline as set out in the Combination Scheme Order as appropriate and that while waiting for a decision two draft dates be put in the diary; one for before the 15<sup>th</sup> and one after. This would assist accurate figures be provided to Members and avoid duplication of calculations.

RESOLVED: -

(1) That the Authority authorise the Clerk to seek permission to vary the deadline set out in the Combination Scheme Order as appropriate;

(2) That the proposed programme of meetings for the Combined Fire Authority for 2016/17 and 2017/18 be noted and the Authority agree the programme of meetings below: -

## 2016/17

19 September 2016

19 December 2016 (1st Budget Meeting)

13 February 2017 or 20 February 2017 (2nd Budget Meeting) – to be confirmed

## 2017/18

24 April 2017

19 June 2017 (Annual Meeting of the CFA)

18 September 2017

18 December 2017 (1st Budget Meeting)

12 February 2018 or 19 February 2018 (2nd Budget Meeting) – to be confirmed

### 10/16 PROCEEDINGS OF NORTH WEST FIRE FORUM MEETING HELD ON 27 APRIL 2016

RESOLVED: - That the proceedings of the North West Fire Forum held on 27 April 2016 be noted and endorsed.

### 11/16 PROCEEDINGS OF MEMBER TRAINING & DEVELOPMENT WORKING GROUP HELD ON 27 APRIL 2016

The Chairman of the Member Training and Development Working Group, Councillor Smith presented the proceedings of the Member Training & Development Working Group meeting held on 27 April 2016.

RESOLVED: - That the proceedings of the Member Training & Development Working Group held on 27 April 2016 be noted and endorsed.

### 12/16 MEMBERS' ALLOWANCE SCHEME - PROPOSED AMENDMENT

Part 4 of the Local Authorities (Members' Allowances) (England) Regulations 2003 required county and district councils to establish independent remuneration panels to make recommendations regarding Member responsibilities and the amount of basic, special responsibility, travel and subsistence and co-optees allowances payable to Members under the Scheme and any amendments or adjustments to it.

To ensure the Authority complied with the regulations to have regard to the recommendations made by the independent remuneration panels of its home authorities, s19 (2), the last report considered by Members in September 2014 set out the details of home authorities Scheme indices.

At its meeting in February 2016, Lancashire County Council (LCC) approved the recommendation of its Independent Remuneration Panel (the Panel) to adopt the Consumer Price Index (CPI) (published in November of the preceding year) in relation to allowances payable for overnight accommodation, day subsistence and travel abroad. This was a change from the Retail Price Index (RPI). The November 2015 CPI figure was 0.1% and the RPI figure was 1.1%. The Panel recommended the change as it was conscious that the government had replaced the RPI with the CPI as the common measure for inflation effects. LCC also agreed that a full and detailed review would be undertaken by their Panel after the next county council elections in 2017.

Members considered a comparison of the effect of the application of each index on the 2015/16 Authority's Scheme figures.

RESOLVED: - That the Members' Allowance Scheme be amended to reflect the Consumer Price Index (published in the November of the preceding year) for the calculation of overnight accommodation and day subsistence allowances for its 2016/17 Scheme, backdated to be with effect from 1 April 2016.

13/16 FORMAL POLICY ON DEALING WITH HABITUAL AND VEXATIOUS COMPLAINTS

The Clerk to the Authority presented a draft Policy on Dealing with Habitual and Vexatious Complaints. Officers ensured compliance with public sector duties including Freedom of Information requests and Data Protection Act requirements however, on occasions these obligations and the public complaints procedures had been used to pursue issues in a manner incompatible with the aims and purpose of the legislation. Although the occasions were rare, the strain on the organisation had been significant at times. The proposed policy aimed to formalise the approach adopted by Officers when addressing these issues.

The proposed policy identified situations where a complainant, either individually or as part of a group, or a group of complainants might be considered to be habitual or vexatious. It set out the definitions of habitual or vexatious complainants and the process that the Authority would follow.

The policy would be reviewed annually by the Clerk to ensure that it remained appropriate, proportionate and effective to the needs of Members, Officers and staff.

RESOLVED: - That the Authority note and endorse the report.

14/16 SAFETY, HEALTH AND ENVIRONMENT ANNUAL REVIEW 2015/16

The Authority considered the Safety, Health and Environment Annual Review Report for Lancashire Fire & Rescue Service covering the period 1st April 2015 to 31st March 2016.

As the body with ultimate responsibility for staff health, safety and environmental compliance it was important that all CFA Members were aware of performance in this respect. The report therefore provided a summary of key actions, overall progress and outturn performance in respect of accidents and near misses and carbon emissions, together with a look forward.

The report summarised the arrangements in place to deliver the Service's Health and Safety Policy and provided a summary of health, safety and environment performance data. It included the reporting on occupational safety, health and environmental issues that had arisen during the period 1 April 2015 – 31 March 2016.

The Director of People and Development was pleased to report that the Service had again seen a very positive year in terms of overall safety, health and environment performance. The number of accidents to LFRS staff was the second lowest on record with 60 events being reported of which only 23 resulted in lost time accidents.

The Health and Safety Executive was notified under RIDDOR regarding 13 events, 12 for over 7 day absences following accidents and 1 for a dangerous occurrence for a breathing apparatus failure. Manual handling related activities accounted for the largest number of accidents within the Service which would be focussed on through refresher training for operational personnel during 2016/17. LFRS continued to deliver projects to reduce its carbon emissions. The health and safety and environment management systems would continue to be developed and this was supported by external reviews that advocated robust policies, systems and a positive culture were in place within the Service.

RESOLVED: - That the Authority note and endorse the report and associated safety, health and environment performance outcomes.

#### 15/16 FIRE PROTECTION REPORTS

A report detailing prosecutions in respect of fire safety management failures and arson related incidents within the period 1 April 2016 to 31 May 2016 was provided.

There were no completed prosecution cases reported although Members noted there were further cases ongoing. Fire protection and business support information provided included the award of a letter of appreciation to a Fire Safety Officer in Fleetwood, details on multi-agency inspections and an update on the appointment of Crew Manager Business Support Advisors to better support and advise businesses to comply with regulations and reduce risks from fire.

In addition, 3 arson convictions were reported during the period.

At the request of County Councillor O'Toole, Group Manager Tony Crook presented Members with an overview of the work undertaken in respect of rented accommodation which set out the various types of premises, the lead organisation responsible for inspection and enforcement action, the legislative framework, reasons for and types of inspection, actions undertaken to reduce risk and a summary of two prosecution examples.

In response to questions raised by Members, GM Crook confirmed that staff were highly trained and very capable of responding to statutory consultations on the suitability of fire precautions to be provided, firefighting access and water supplies to premises; and Members were reassured that work continued with partners to support vulnerable people with health and rehousing needs. County Councillor O'Toole thanked GM Crook for an excellent report and requested a copy of the presentation be provided to Members.

RESOLVED: - That the report be noted and endorsed.

#### 16/16 COMMUNITY FIRE SAFETY REPORTS

This report included information for the 2 Unitary and 12 District Authorities relating to Community Fire Safety Initiatives and Fires and Incidents of particular interest.

As part of this report Area Manager Simon Fryer gave a presentation to Members on the different operational strategies taken for recent waste fires at Fleetwood and Walton Summit.



County Councillor Shewan advised that the toxicity of the fire in Fleetwood had been a major concern to members of the public in the area. Although he understood the site's proximity to the nature reserve, a site of specific scientific interest, the view expressed by the community he represented was that greater emphasis could have been placed on protecting the community, rather than the environment. It was also very concerning to members of the public that it took the length of time it did to put out the fire.

The Chief Fire Officer advised that the presentation was to provide Members with an insight into the dilemmas faced by the Service and confirmed that there was a statutory obligation for environmental protection. The Assistant Chief Fire Officer added that the strategy of a controlled burn and letting the fire burn itself out was not the norm but this had been felt to be appropriate given the need to consider the requirement to protect the environment. He reassured Members that work was done at the time with Public Health England who was monitoring air samples and levels of public health.

The Chairman asked that the Authority's appreciation be placed on record to all staff involved.

Members then considered the report and the following points were noted: -

For the Chorley area, CC Perks was pleased to see the two road safety events held at the school in Croston and that the wasted lives package had been offered to the students however, it was not detailed in the report that this work involved our partners.

For the Rossendale area, CC Barnes asked whether the rescue detailed under fires and incidents of operational interest had been fed back to the district council to raise awareness and support this type of incident not happening again. The Assistant Chief Fire Officer would respond to CC Barnes outside the meeting.

CC Barnes found the reports to be a fascinating demonstration of the issues the Service were involved with and queried whether this could be better publicised on the website.

RESOLVED: - That the report be noted and endorsed.

#### 17/16 MEMBER COMPLAINTS (STANDING ITEM)

The Monitoring Officer confirmed that there had been no complaints since the last meeting.

RESOLVED: - That the current position be noted.

#### 18/16 DATE OF NEXT MEETING

The next meeting of the Authority would be held on Monday 19th September 2016 at 1000 hours at the Training Centre, Euxton.

19/16 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: - That the press and members of the public be excluded from the meeting during consideration of the following items of business on the grounds that there would be a likely disclosure of exempt information as defined in the appropriate paragraph of Part 1 of Schedule 12A to the Local Government Act 1972, indicated under the heading to the item.

20/16 URGENT BUSINESS - INJURY PENSIONS UPDATE  
(Paragraph 1)

Members were provided with a update report in relation to the position with regard to the Injury Pensions situation.

RESOLVED: - That the current position be noted.

M NOLAN  
Clerk to CFA

LFRS HQ  
Fulwood

## LANCASHIRE COMBINED FIRE AUTHORITY

Meeting to be held on 19 September 2016

### PROCEEDINGS OF NORTH WEST FIRE & RESCUE FORUM HELD 14 JULY 2016 (Appendix 1 refers)

Contact for further information:

Diane Brooks - Principal Member Services Officer – Tel (01772) 866720

#### Executive Summary

The proceedings of the North West Fire & Rescue Forum meeting held on 14 July 2016.

#### Recommendation

To note the proceedings of the North West Fire & Rescue Forum meeting as set out at Appendix 1 now presented.

#### Information

Attached at Appendix 1 are the proceedings of the North West Fire & Rescue Forum meeting held on 14 July 2016.

#### Business Risk

Nil

#### Environmental Impact

Nil

#### Equality & Diversity Implications

Nil

#### Financial Risk

Nil

#### HR Implications

Nil

#### Local Government (Access to Information) Act 1985

List of Background Papers

| Paper  | Date | Contact      |
|--|------|--------------|
| N/A  |      | Diane Brooks |
| Reason for inclusion in Part II, if appropriate: N/A |      |              |

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## North West Fire &amp; Rescue Forum AGM

Minutes of the meeting held on 14<sup>th</sup> July 2016

At  
NW Fire Control, Lingley Mere, Warrington

|                            |                         |
|----------------------------|-------------------------|
| <b>Present:</b>            | <b>Authority:</b>       |
| Cllr D Hanratty            | Merseyside (Chair)      |
| Cllr L Rennie              | Merseyside              |
| Cllr B Doughty             | Cheshire                |
| Cllr J Bell                | Greater Manchester      |
| Cllr D Acton               | Greater Manchester      |
| Cllr T Judge               | Greater Manchester      |
| Cllr D O'Toole             | Lancashire              |
| Cllr F De Molfetta         | Lancashire              |
|                            |                         |
| <b>Officers/Observers:</b> | <b>Authority:</b>       |
| Mr A Waller (AM)           | Cheshire                |
| Mr J VcVay (AM)            | Cumbria                 |
| Mr C Kenny                 | Lancashire              |
| Mr P O'Reilly              | Greater Manchester      |
| Mr D Stephens              | Merseyside              |
| Mrs J Henshaw              | Merseyside              |
| Mrs K Kellaway             | Merseyside (Note taker) |
|                            |                         |
| <b>Apologies:</b>          | <b>Authority:</b>       |
| Mr P Hancock               | Cheshire                |
| Cllr G Merry               | Cheshire                |
| Cllr S Nelson              | Cheshire                |
| Cllr B Rudd                | Cheshire                |
| Cllr G Strong              | Cumbria                 |
| Cllr L Maloney             | Merseyside              |
| Cllr L Byrom               | Merseyside              |
| Mr K Mattinson             | Lancashire              |
| Cllr M Parkinson           | Lancashire              |

| Agenda Item | Minute  |
|-------------|---|
| 1.          | <p><b>Appointment of Chair</b></p> <p>Nominations for the appointment of a Chair for 2016/17 were requested.</p> <p>Cllr F De 'Molfetta nominated Cllr D Hanratty. This nomination was seconded by Cllr Acton and unanimously agreed by the Forum.</p> <p>Cllr D Hanratty was therefore appointed as Chair for 2016/17; and presided over the remainder of the meeting.</p>   |
| 2.          | <p><b>Appointment of Vice-Chair</b></p> <p>Nominations for the appointment of Vice-Chair were requested.</p> <p>Cllr D Hanratty nominated Cllr D Acton. This nomination was seconded by Cllr De Molfetta and unanimously agreed by the Forum.</p> <p>Cllr D Action was therefore appointed as Vice-Chair for 2016/17.</p>   |
| 3.          | <p><b>Chairman's Welcome and Introduction</b></p> <p>The Chair welcomed all present to the meeting and opened proceedings.</p>  |
| 4.          | <p><b>Apologies</b></p> <p>Apologies were received as shown in the table above.</p>   |
| 5.          | <p><b>Declarations of Interest</b></p> <p>No declarations of interest were made in relation to items of business on the Agenda.</p>   |
| 6.          | <p><b>Items Requiring Urgent Attention</b></p> <p>There were no matters requiring urgent attention.</p>   |
| 7.          | <p><b>Minutes of the Previous Meeting</b></p> <p>The minutes of 27<sup>th</sup> April 2016 were agreed as a true record.</p> <p>The Chair informed the Forum that representative of NWAS had been requested to attend this meeting to discuss collaboration however they were unable to attend, therefore the meeting will need to be re-arranged. NWAS have been asked to inform the Chair of dates when they would be available; and a special meeting will then be arranged around their availability.</p> |
| 8.          | <p><b><u>Actions from the Last Meeting</u></b></p> <p><b>Action 1 – Lobbying</b></p> <p>The Chair advised that an email had been drafted and circulated, which all Members of the Forum had been requested to share with their MP's.</p> <p><u>This is to remain on the action log and continue to be monitored.</u></p>  |

|     |   |
|-----|---|
|     | <p><b>Action 2 – Funding Streams</b></p> <p>The Chair advised that due to commitments, it has proven difficult to arrange a meeting. Due to a change in circumstances (Brexit), Members were asked whether it was worth continuing to pursue this. Members confirmed that it was not.</p> <p><u>Therefore it was agreed that this item be closed and removed.</u></p> <p><b>Action 3 - Procurement</b></p> <p>The Chair advised this this was on the Agenda for the meeting as a separate item.</p> <p><b>Action 4 – Policing and Crime Bill</b></p> <p><u>The Chair advised that this is ongoing and will remain on the action log.</u></p> <p><b>Action 5 – April 2017 Meeting Date</b></p> <p>Discussion took place around the proposed alternative date – 24<sup>th</sup> May 2017. Cllr S Nelson advised that this later date would clash with other commitments and requested that the date remain as it was.</p> <p>(The issue of meeting dates was discussed in further detail under Item 12)</p>   |
| 9.  | <p><b>Chairman’s Update</b></p> <p>The Chair advised that there were no issues to update the Forum on.</p>  |
| 10. | <p><b>Constitution</b></p> <p>The Chair stated that there had not been any issues with the current Constitution; and therefore requested that the Forum approve the existing Constitution.</p> <p><u>It was agreed that the Forum continue with the existing Constitution.</u></p>  |
| 11. | <p><b>Priorities Going Forward</b></p> <p>Members considered priorities for the Forum for 2016/17.</p> <p>The Chair suggested that the North West Chief’s work streams link into the Forum, to ensure that Chairs and Lead Members are kept fully aware of issues discussed. It was suggested that at each meeting, a specific item/ issue be discussed, to help share best practice.</p> <p>Another priority identified was around future governance arrangements for the Fire and Rescue Service.</p> <p>Significant discussion took place around the Devolution Deals in progress within Greater Manchester and Merseyside.</p> <p>Cllr Acton provided the Forum with an update on progress within Greater Manchester. Although details are yet to be finalised, a Fire Committee will be established consisting of between 15 and 21 Members. The 10 district councils of Greater Manchester will appoint 1 Member each, with the remainder being selected by the Elected Mayor, ensuring gender balance and political proportionality. The Chair of the Committee will also be appointed by the Elected Mayor. The Elected Mayor will have overall responsibility for budget setting, however the day-to-day</p> |

functions will be run by the Committee. Greater Manchester have paved the way - making the case for retaining a Committee comprising of elected representatives, responsible for fire related matters.

The Chair commented that he hoped for a similar model within Merseyside; and requested a copy of the paper from Manchester, to share with the Liverpool City Region Leaders.

A further question was raised concerning who the Chief Fire Officer will report to; and it was advised that this would ultimately be the Elected Mayor.

Cllr Acton suggested that another priority for the Forum should be around monitoring arrangements for the Inspection of Fire and Rescue Services. He advised that Theresa May has indicated that there should be some form of Independent Inspectorate. This has been discussed by the LGA who are not adverse to the suggestion, but are keen to not get into a position where Fire and Rescue Services are being over inspected.

A further priority identified was around flooding/ resilience and sharing lessons learnt. Dan Stephens advised that the report from the Letwin Review is due out next week, which should address some of the issues and contain recommendations.

It was suggested that the report be circulated once available; and be included on the agenda for the next meeting for discussion.

It was agreed that:

a) the following be priorities for the Forum going forward:

- **Updates on North West Chief's Work Streams** – provided at alternate meetings. Suggestions for issues/ themes to be discussed, to be submitted in advance.
- **Monitoring progress on Governance Arrangements**
- **Monitoring arrangements for the inspection of Fire and Rescue Services**
- **Sharing lessons learnt around flooding and resilience**

b) A letter be sent on behalf of the Forum to any new Fire Minister appointed.

c) The Letwin Review Report be circulated to all Members of the Forum once released; and be included on the Agenda for the next meeting for discussion.

12.

### **Dates and Venues for Future Meetings**

Discussion took place around arrangements for future meetings; and which days and times would be best to ensure optimal attendance.

It was agreed that Wednesday's would be best, with a start time of 10:30am.

It was noted that the draft dates were Wednesday's, therefore the following dates would stand, but at the earlier start time of 10:30am:

- 18<sup>th</sup> January 2017
- 24<sup>th</sup> May 2017
- 19<sup>th</sup> July 2017
- 18<sup>th</sup> October 2017



|     |   |
|-----|---|
|     | <p><b>Regional Procurement Update</b></p> <p>Chris Kenny provided the Forum with an overview of the Regional Procurement Update paper, requested by the Forum at its last meeting.</p> <p>The paper highlights the collaborative procurement work undertaken as a North West Region. Questions were raised around disposal of equipment and it was confirmed that this was addressed in each Authority's Financial Regulations.</p> <p>The Chair thanked all involved in putting the paper together.</p>  |
| 13. | <p><b><u>North West FRS Updates</u></b></p> <p><b>Cumbria:</b></p> <p>John McVay provided the Forum with an update on behalf of Cumbria, as follows:</p> <ul style="list-style-type: none"> <li>• In order to deal with the challenging efficiency savings required, Day Crewing Plus had been put forward as an alternative duty system. However, the decision has now been taken not to pursue this. As the savings are still required, work is currently underway to identify alternative crewing models, alongside re-shaping the management structure. This has seen Cumbria sharing a Chief Fire Officer with Cheshire – an arrangement which is working well.</li> <li>• Cumbria were successful in obtaining £1.68m of transformational funding to create a “Blue Light Hub”. The process is underway to finalise plans, with building works planned to commence towards the back end of the year.</li> <li>• Now Day Crewing Plus is not going ahead – a process of vacancy management is underway.</li> <li>• Due to the retirement profile and succession planning requirements, Cumbria will be advertising for transfers; and they will be recruiting between 20 and 25 firefighters over the next 2 years.</li> <li>• Initial discussions have taken place with the new PCC.</li> <li>• Cumbria are behind the curve at the moment in terms of EMR/ Co-Responding, therefore there will be a push moving forward towards the health agenda.</li> <li>• Cumbria are looking to move towards 12 hour shifts, with early discussions having taken place with Trade Unions.</li> <li>• Firefighter Apprentice Scheme is established, which has seen 8 apprentices recruited in the first year, 4 last year and a further 4 for this year. It is hoped that most will be offered full time firefighter positions on completion.</li> <li>• Cumbria continue to do the best they can to deliver against the local and national agenda.</li> </ul> <p><b>Cheshire:</b></p> <p>Alex Waller provided the Forum with the following update on behalf of Cheshire:</p> <ul style="list-style-type: none"> <li>• The recent floods have highlighted that Cheshire do not have sufficient water rescue capabilities at the moment. Therefore, it is planned to expand this across more stations.</li> </ul> |

- As it is important to ensure that duty systems are as cost effective as possible, a mid year review was undertaken on the implementation of 12 hour shifts. This highlighted that the new duty system is working fine and interestingly, productivity has increased and the number of Safe & Well Visits undertaken has been double the target.
- Approval has just been given for a new Day Duty Model. This will see fire stations crewed Monday to Friday 9-5, with staff on call over the weekend and nights. This duty system will cost £350k per year compared to £850k per year for whole time. It will also ensure that community work can still be undertaken, providing value for money. The introduction of this system will mean there will be 5 different duty systems in operation within Cheshire.
- A new Flexi-Duty System has been developed, which will save money whilst doubling the number of officers available. This has been signed off by FOA and has almost reached sign-off stage with FBU.
- 2 new hydraulic platforms have been purchased. These will replace those existing, which will be removed from service.
- Sign off has been provided for an on call reward scheme, which will see increases in pay directly linked to the availability of pumps.
- EMR trial is up and running.

#### **Greater Manchester:**

Peter O'Reilly updated the Forum on the following, on behalf of Greater Manchester:

- In order to make the required £15m savings, 2 new duty systems have been introduced - including 12hr shifts which have been through consultation and approved for implementation on 1<sup>st</sup> April.
- A process will commence to recruit 26 firefighters.
- Community Risk Intervention Team - next steps are to implement other elements, for example falls in the home, alongside undertaking EMR.
- Manchester are also looking at back office savings, and it is hoped that some can be achieved through Devo Manc and working more collaboratively.
- All staff will be trained and equipped to respond to water rescue incidents.
- GMF&R are now represented on nearly all Health and Wellbeing Boards across the County.
- There have been approximately 5,000 more calls to respond to EMR incidents; and collaboration with NWS continues, with NWS now sharing more stations.
- Safe and Well has been rolled out across the County; and is now recognised nationally under CFOA work streams, with most F&RA's adopting the concept.
- Firefighters at 4 stations are now responding on behalf of the Police to low level welfare incidents.

Questions were raised around the 12hr shift start times. It was confirmed that Cheshire start their shifts at 8:00am and 8:00pm; whilst in Merseyside it is 8:30am and 8:30pm. Dan Stephens advised that for days only crewing shift times are 10:00am to 10:00pm as these hours provide the best opportunity to undertake Safe and Well visits and other community safety activity.

**Lancashire:**

Chris Kenny provided an update on the following, on behalf of Lancashire:

- 2 new aerial appliances have been purchased through the framework developed by Manchester.
- Lancashire have recently held their annual “Mayors Day”. This is an opportunity to display/ demonstrate equipment and the work of the F&RS; and works well in securing the Mayor as an “Ambassador” for the F&RS.
- In terms of duty systems, the predominant system within Lancashire is retained. By the end of the year, there is likely to be around 600 whole time firefighters, with the pump at Lancaster reverting from whole time to retained.
- For this year, a video has been produced for the Annual Performance Report, which has been positively received.
- With regards to flood response, the Authority have recently approved the introduction of and training around the use of flood suits.
- There has been engagement with the PCC following Theresa May’s speech as it is believed that Lancashire F&RA and Lancashire Police can demonstrate strong collaboration already, with no evidence that it would be any better should the 2 organisations be merged. There has also been a joint meeting with the Police to formalise evidence of working together.
- Lancashire F&RA and Lancashire Police have now launched a joint drone.
- With regards to the Retained Duty System availability levels are at 90%. The duty system is becoming under stress as availability is dropping; and work is currently underway to look at how this can be made more attractive.

**Merseyside:**

Dan Stephens provided an update as follows, on behalf of Merseyside:

Station Mergers

- Work on Prescot has now commenced.
- The planning application for Saughall Massie will be submitted on Friday and will be considered at the Planning Committee on 20<sup>th</sup> October.
- Investigative work is being undertaken at the Canal Street site in St Helens to establish the extent of the ground contamination and therefore the extent of remediation that will be required prior to any build.

EMR trial

- The FBU are opposing any further roll out of the trial despite having initially requested that all stations partake. This is due to the 1% pay offer and the intimation by National Officials that the undertaking of EMR would be linked to pay negotiations.
- Officers are continuing to press for the trial to be extended for a number of reasons including the number of additional lives to be saved, in order to gather further information over the impact on response times and to inform future shift start finish times.

|     |   |
|-----|---|
|     | <p><u>Lead Authority for National Resilience</u></p> <ul style="list-style-type: none"> <li>• MFRA took on Lead Authority for National Resilience with effect from 1<sup>st</sup> July.</li> <li>• The transition from CNR was seamless with NRAT operations continuing to function with no impact despite a 25% reduction in funding.</li> <li>• MFRA have also taken on Lead Authority responsibility for UK ISAR and the deployment of the UK Emergency medical Team Field Hospital.</li> </ul> <p><u>Police Fire Collaboration</u></p> <ul style="list-style-type: none"> <li>• Deloitte have been appointed as the external consultants to undertake a review of transactional and professional support services. The review will commence imminently and will extend over 3 months at a cost of £270k which has been apportioned on a 50/50 split between MFRA and Merseyside Police.</li> </ul> <p><u>Firefighter recruitment</u></p> <ul style="list-style-type: none"> <li>• The latest recruit process has concluded with 16 successful applications due to commence initial training on 6<sup>th</sup> September. The new Firefighters will be conditioned to a 12 hour day shift followed by a 12 hour retained shift and will be utilised for days only crewing on appliances across Merseyside.</li> </ul> <p><u>Staff Survey</u></p> <ul style="list-style-type: none"> <li>• The results of the Staff Survey are due to be received shortly, which can be shared with the Forum.</li> </ul> <p>The Chair informed the Forum that the previous Staff Survey had produced fairly negative results. Following this, every endeavour has been made to improve communication with staff and keep them informed of the difficult decisions to be made, through PO Briefings, Elected Members Station Visits and Staff Engagement Days. Through this engagement, it is hoped that staff now understand the challenges facing the Authority and what they are trying to achieve. He highlighted that on Merseyside, the relationship with all Trade Unions is the best it has been, which has had a positive impact on morale.</p> <p>The Chair also made reference to a comment by the Fire Minister regarding the Statement of Assurance not reflecting difficulties facing the F&amp;RA. He asked the Forum to consider requesting that it is made clearer in their own Statements of Assurance.</p> <p>Cllr Acton commented that the Government will argue that F&amp;RS' have managed the cuts well, however they need to understand the impact on resilience and that if they continue to cut F&amp;RS', there will reach a point when they will not have the necessary resources at the point of a major incident.</p> |
| 14. | <p><b>Any Other Business</b></p> <p><u>Meeting with NWAS</u></p> <p>The Chair advised that once NWAS have provided availability for a meeting, dates will be circulated and the date convenient for most will be selected.</p>  |
|     | <p>Close of Meeting.</p>  |

## LANCASHIRE COMBINED FIRE AUTHORITY

### AUDIT COMMITTEE

Thursday, 23 June 2016 at 10:00 hours in the Main Conference Room at Service Headquarters Fulwood

### MINUTES

### PRESENT:

#### Councillors

County Councillor Carl Crompton (Chairman)  
P Britcliffe  
S Holgate  
M Khan  
M Perks  
J Shedwick  
D Smith

#### Internal Audit

J Taylor – Senior Auditor (Lancashire County Council)

#### External Audit

C Stead – Senior Audit Manager (Grant Thornton)

#### Officers

J Johnston – Deputy Chief Fire Officer (LFRS)  
K Mattinson – Director of Corporate Services (LFRS)  
D Brooks – Principal Member Services Officer (LFRS)

#### 1/16 APOLOGIES FOR ABSENCE

None received.

#### 2/16 DISCLOSURE OF PECUNIARY AND NON-PECUNIARY INTERESTS

None received.

#### 3/16 MINUTES OF THE PREVIOUS MEETING

RESOLVED: - That the Minutes of the last meeting held on the 31st March 2016 be confirmed as a correct record and signed by the Chairman.

4/16 EXTERNAL AUDIT – UNDERSTANDING HOW THE COMMITTEE GAINS ASSURANCE FROM MANAGEMENT

In order to comply with Auditing Standards, the External Auditors, Grant Thornton were required to obtain an assurance as to how those charged with governance discharged their responsibilities in connection with the risk of fraud and breaches of internal controls, as set out in their letter dated May 2016, copy considered by Members.

A response had been prepared by the Chairman of the Audit Committee which was considered by Members. It was noted that the Chairman of Resources Committee had provided a similar response in connection with the oversight of the annual accounts process and financial reporting.

RESOLVED: - That the Audit Committee approve and endorse the submission of the response.

5/16 INTERNAL AUDIT ANNUAL REPORT 2015/16

The report was presented by Judith Taylor, Senior Auditor, Lancashire County Council. The Internal Audit Annual Report summarised the work that the Internal Audit Service had undertaken during 2015/16 and the key themes arising from it. It provided an opinion on the overall adequacy and effectiveness of the systems of governance, risk management and internal control. It was made under the Public Sector Internal Audit Standards issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) and the Chartered Institute of Internal Auditors (IIA), with which the Internal Audit Service conforms.

On the basis of programme of work for the year, the Head of Internal Audit had provided substantial assurance over the framework of governance, risk management and control for 2015/16. It was their opinion that there was a generally sound system of internal control, adequately designed to meet the objectives of Lancashire Combined Fire Authority and the controls were generally applied consistently.

The opinion was based on the individual assurance levels provided for each of the individual audit reviews undertaken in 2015/16, detailed in the report now presented to Members.

The work of the Internal Auditor was one of the key control measures in place within the Authority. As such, the annual report provided an assurance to Members that risks were being managed and controlled, and fed the Authority's overall assessment of the internal controls that operated within the Service.

RESOLVED: - That the Audit Committee note and endorse the report.

6/16 EXTERNAL AUDIT – AUDIT COMMITTEE UPDATE

Members considered a report from Grant Thornton, the external auditors presented by Caroline Stead which detailed progress at June 2016 in relation to the financial statements and value for money conclusion for 2015/16. The report also set out emerging issues and developments which had been identified as relevant to the sector but were not specific issues that related to the performance of this Authority.

RESOLVED: - That the Audit Committee note and endorse the report.

7/16 ANNUAL GOVERNANCE STATEMENT 2015/16

The Accounts and Audit Regulations 2003 required the Authority to publish an Annual Governance Statement along with the Authority's financial statements, following a review of the effectiveness of the internal controls in place. The report and the draft Statement set out the key elements of the Authority's governance framework, how these had been evaluated, the outcome of the assessment of effectiveness and any areas for improvement.

The overall conclusion of the Annual Governance Statement was that the system of internal controls was adequate, and that no significant governance issues had been identified.

In order to assess the effectiveness of the Authority's current arrangements a self assessment had been undertaken by the Service's Executive Board who had considered the various sources of assurance that supported the core principles outlined in the Code of Corporate Governance, considered by Members under appendix 1 now presented. One of the key elements of this was external assurance on our systems, and this was provided by our auditors, both of whom provided positive reports, and by the previous years' Operational Assessment undertaken by Peer Review Team which found 'nothing of significance' that would cause problems.

The review highlighted a number of areas for further improvement and reviewed progress against recommendations made as part of last year's Annual Governance Statement. As part of the review, the Service was required to identify and disclose any significant internal control issues of which there had been none; hence, the overall conclusion was that the system of internal controls was adequate; this was reflected in the Annual Governance Statement, now presented and considered by Members.

In relation to progress against areas identified for improvement from last year CC Perks queried how the review of partnership engagement and opportunities would be fed back to Members, particularly the safe and well visits in terms of his Older People Champion's role. The Deputy Chief Fire Officer advised that a group manager had been seconded into Lancashire County Council and there had previously been a secondment with the Police who did work in early action. This work would report to the Executive Board who would determine its value and engage Member Champions as appropriate.

RESOLVED: - That the Committee approve the self-assessment and the Annual Governance Statement as now presented.

8/16 INTERNAL AUDIT SERVICE QUALITY ASSURANCE AND IMPROVEMENT PROGRAMME

The Accounts and Audit Regulations 2015 referred to "public sector internal auditing standards or guidance". The Chartered Institute of Public Finance and Accountancy (CIPFA) was the relevant standard setter for internal audit in local government in the United Kingdom and had published Public Sector Internal Audit Standards ('PSIAS') which encompassed the mandatory elements of the Global Institute of Internal Auditors' International Professional Practices Framework. These set out the requirement for a quality assurance and improvement programme:

"The chief audit executive must develop and maintain a quality assurance and improvement programme that covers all aspects of the internal audit activity."

Members considered the report by the Chief Internal Auditor which set out how this process would work. The outcome of this review and progress against any improvement plans were included in the head of internal audit's annual report to the Audit Committee.

RESOLVED: - That the Committee note and endorse the proposed methodology.

9/16 RISK MANAGEMENT

The report highlighted action taken in respect of corporate risk since the last Audit Committee meeting. The latest review of the corporate risk register had identified 2 new risks which warranted inclusion on the corporate risk register which were: -

1. Failure to maximise the opportunities that technological advances present due to a lack of capacity within the ICT department, and an inability of staff to keep pace with new developments that are implemented;
2. Loss of support for Vector Incident Command product with the product name Command Support System leading to ineffective management of large incidents.

An updated corporate risk register was considered by Members with changes summarised in the report.

CC Perks referred to a presentation to Members at a recent Authority meeting regarding an incident in Preston that involved a drone which had been lent to the Authority by the Police. It had provided vital information and was a real benefit. He queried whether this would be considered as part of the review of performance at the incident given its assistance helped to save all the buildings around the fire.

The Deputy Chief Fire Officer advised that as a result of the audit work the command support vehicle replacement sat with the BPIP Board as a project and would be reported through that group. He confirmed that the Authority had purchased their own drone in partnership with the Police, using some of the proceeds from crime and with support from the Police and Crime Commissioner. The drone was used for the first time on the preceding Tuesday at a recent fire in Farrington Moss, Leyland. Live feed from the drone was used in the command suite within half an hour and it was helpful at the scene to make tactical decisions. The footage was available on the website: <https://vimeo.com/171583382> and was a very good tool to communicate the challenges the Service faced.



RESOLVED: - That the Audit Committee note the actions taken and endorse the revised corporate risk register.

10/16 AMENDMENT TO CONTRACT STANDING ORDERS AND SCHEME OF DELEGATION

The report set out the proposed amendment to the Contract Standing Orders to provide delegated responsibility to the Clerk to the Authority, Authority Solicitor, Chief Fire Officer, Director of Corporate Services and Director of People and Development to attest to all contracts which relate to the purchase of land, or have potential long term liabilities and would benefit from the added legal protection afforded by the process of affixing the Common Seal and the proposed amendment to the Scheme of Delegation to provide delegated responsibility to those individuals to affix the Seal of the Authority to any relevant document.

RESOLVED: - That the Audit Committee note and endorse the update to the Contract Standing orders and Scheme of Delegation.

11/16 DATE OF NEXT MEETING

The next meeting of the Committee would be held on Thursday 29th September 2016 at 1000 hours in the Main Conference Room at Lancashire Fire and Rescue Service HQ, Fulwood.

Further meeting dates were agreed for 26 January 2017, 30 March 2017 and 22 June 2017.

M NOLAN  
Clerk to CFA

LFRS HQ  
Fulwood

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## LANCASHIRE COMBINED FIRE AUTHORITY

### RESOURCES COMMITTEE

Wednesday, 29 June 2016 in the Main Conference Room, Service Headquarters, Fulwood at 10.00 am.

### MINUTES

### PRESENT:

#### Councillors

F De Molfetta (Chairman)  
A Barnes  
M Green  
F Jackson  
D O'Toole  
M Parkinson (for A Matthews)  
N Penney (for T Aldridge)  
R Shewan  
V Taylor  
T Williams

#### Officers

C Kenney – Chief Fire Officer (LFRS)  
K Mattinson – Director of Corporate Services (LFRS)  
B Warren – Director of People and Development (LFRS)  
J Bowden – Head of Finance (LFRS)  
D Brooks – Principal Member Services Officer (LFRS)

#### 1/16 APOLOGIES FOR ABSENCE

Apologies were received from County Councillor T Aldridge and Councillor A Matthews.

#### 2/16 DISCLOSURE OF PECUNIARY AND NON-PECUNIARY INTERESTS

None received.

#### 3/16 MINUTES OF THE PREVIOUS MEETING

In response to a question raised by CC Barnes in relation to the recruitment item, the Director of People and Development confirmed that the recruitment process had begun and a significant level of interest had already been received.

RESOLVED: That the Minutes of the meeting held on the 30th March 2016 be confirmed as a correct record and signed by the Chairman.

4/16 EXTERNAL AUDIT - UNDERSTANDING HOW THE RESOURCES COMMITTEE GAINS ASSURANCE FROM MANAGEMENT

In order to comply with International Auditing Standards, the External Auditors, Grant Thornton was required to obtain an assurance as to how those charged with governance discharged their responsibilities in connection with oversight of the annual accounts process and financial reporting. The letter requesting this was considered by Members. A draft response prepared by the Chairman of the Resources Committee was considered by Members. It was noted that the Audit Committee had provided a similar response in connection with the risk of fraud and breaches of internal controls.

RESOLVED: - That the Committee approve and endorse the submission of the response.

5/16 YEAR END TREASURY MANAGEMENT OUTTURN 2015/16

The report set out the Authority's borrowing and lending activities during 2015/16.

All borrowing and investment activities undertaken throughout the year were in accordance with the Treasury Management Strategy 2015/16, and were based on anticipated spending and interest rates prevailing at the time.

In accordance with the updated CIPFA Treasury Management code of practice and to strengthen Members' oversight of the Authority's treasury management activities, the Resources Committee received regular updates on treasury management issues including a mid-year report and a final outturn report. Reports on treasury activity were discussed on a quarterly basis with Lancashire County Council Treasury Management Team and the Director of Corporate Services and the content of these reports was used as a basis for this report to the Committee.

The Director of Corporate Services confirmed that the report had been written before the outcome of the referendum on the European Union which now meant more uncertainty regarding the economy. He reassured Members that interest rates would continue to be monitored.

Short term interest rates continued at very low levels since the Bank of England reduced the base rate to 0.5% in March 2009. Short-term investment levels available in the market remained below 0.6% through the year as illustrated in the report.

A revised forecast of interest rates, published recently by Lancashire County Council's treasury management advisors, Arlingclose Treasury Consultants was shown in the report.

The Authority's cash investments remained significantly in excess of borrowing requirements and hence the Authority had adopted a policy to set aside additional monies in the form of additional Minimum Revenue Provisions (MRP) in order to reduce borrowing requirements and enable the repayment of debt as it matured as well as reducing credit rate risk. This policy had seen overall debt reduce from £8.1m in 2009/10 to its current level of £5.8m. No new borrowing had been taken out in the year, and £0.25m of debt matured in the year.

During the year the Authority had made a charge to revenue to make provision to pay debt. This statutory minimum revenue charge was broadly 4% of previous capital expenditure funded from borrowing adjusted to take into account a shorter asset life of some assets. In 2015/16 the charge was £0.010m.

In addition, during the budget setting process for 2014/15 it was decided that an additional lump sum MRP payments would be made in order to set aside sufficient monies to provide scope to pay off debt in 5 years' time. This was reflected in an additional charge of £0.162m in 2015/16.

The negative borrowing requirement presented in the report would be carried forwards until 2018/19, when the Authority would hold £4.849m after repaying debt as it fell due. The balance was anticipated to match the level of debt outstanding at 31 March 2019. An annual review of the penalties due on early repayment was carried out and should they be considered favourable the Authority would consider whether to repay the debt.

Both the CIPFA Code and the CLG Guidance require the Authority to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return or yield. The Authority's objective when investing money was to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of low investment returns.

Two long term investments were held with UK local authorities as outlined in the report. In addition, the Authority had access to the call account provided by Lancashire County Council which paid the base rate throughout 2015/16. Each working day the balance on the Authority's current account was invested in this to ensure that the interest received on surplus balances was maximised. The average balance in this account during the year was £43.187m accruing interest of £166k.

The overall interest earned during this period was £366k at a rate of 0.69% which compared favourably with the benchmark 7 day notice index which averaged 0.36% over the same period.

All the investments were made in accordance with the current Treasury Management Strategy and the CIPFA treasury management code of practice.

Cash flow and interest rates continued to be monitored by the Director of Corporate Services and the County Council's Treasury Management team, and when rates were felt to be at appropriate levels, further term deposits would be placed.

In order to control and monitor the Authority's treasury management functions, a number of prudential indicators had been determined against which performance could be measured. The revised indicators for 2015/16 were presented alongside the actual outturn position.

RESOLVED: - That the Committee note and endorse the outturn position report.

6/16 YEAR END CAPITAL OUTTURN 2015/16

The report presented the year end position for the Authority's capital programme including how this had been financed, which showed total expenditure in year of

£4.031m compared with a total budget of £8.829m with a slippage requirement of £4.613m which resulted in an overall underspend of £0.185m.

The year end capital outturn position, set out in appendix 1 also showed how the programme had been financed in year, from a combination of capital grant (£0.5m), revenue contributions (£2.9m), capital reserves (£0.5m) and earmarked reserves (£0.1m). Over the next five years the capital reserves, available to fund future capital programmes outlined in the report now presented, would leave a balance of £2.8m in capital reserves as at 31/3/21.

Under the prudential framework, the Authority was required to identify various indicators to determine whether the approved capital programme was affordable, prudent and sustainable. The revised indicators, after allowing for the various changes to the capital programme, which were set out in the report confirmed that performance had been within approved limits.

The estimated impact on band D council tax of the revised capital programme compared to the actual outturn figures was considered by Members and it was noted that the net impact was zero.

The original approved capital programme for 2016/17 was £2.770m which excluded any estimated slippage from 2015/16. This had been amended to reflect the final level of slippage of £4.613m. A further adjustment of £0.280m was required in order to meet the anticipated cost of the Fleet workshop and the Multi Compartment Fire prop, both of which were subject to separate tendering exercises. The final proposed capital programme for 2016/17 was £7.663m which was funded from capital grant, revenue contributions, capital reserves and the drawdown of the Service Training Centre Improvement Programme earmarked reserve. Full details of the programme and its funding were set out in Appendix 2 and considered by Members.

Revised prudential indicators for 2016/17 to 2018/19 showed that the revised programme remained affordable, prudent and sustainable.

The estimated impact of slippage on band D council tax was considered by Members and noted that there was no net impact in each of the 3 years.

RESOLVED: - That the Committee: -

- i. Note the capital outturn position, the financing of capital expenditure 2015/16 and the prudential indicators, and
- ii. Approve the revised capital programme, and the financing of this, for 2016/17.

#### 7/16 YEAR END REVENUE OUTTURN 2015/16

The report set out the revenue outturn position, which fed into the Income and Expenditure Statement within the main Statement of Accounts and the impact of the revenue outturn position on the Authority's reserves.

The annual budget for the year had been amended to reflect the increased Section 31 grant due in respect of localised business rates. At the time of setting the precept/budget the Section 31 grant was based on estimated figures which were

then updated once final numbers were known, and which this year had resulted in an additional £0.23m of Section 31 grant being received. The outturn position showed a net expenditure of £57.49m against an updated budget of £56.97m giving a total underspend for the financial year of £0.52m. It was noted that this position included additional costs associated with the December floods of £0.177m, offset by a Bellwin claim for funding of £0.063m.

As reported throughout the year, the Service had identified savings at the earliest possible opportunity following the completion of reviews, and therefore held vacancies in advance of planned future establishment reductions, utilising this underspend to pay off a further £3.2m against the LGPS deficit during the year. The final position within individual departments was set out in Appendix 1 with major variances summarised in the report.

The report identified total in-year efficiency savings of £5.2m compared with a target of £3.4m, performance exceeded the efficiency target, largely as a result of staffing savings made and procurement savings in respect of contracts let during the year.

The Authority held 3 specific revenue reserves: Devolved Financial Management, PFI Equalisation and Other Earmarked Reserves. The impact of the year end position on the reserves was set out in a table, as now presented and the following was noted: -

- Devolved Financial Management (DFM) reserves enabled budget holders to carry forward any surplus or deficit from one financial year to the next, giving greater flexibility in managing budgets thereby optimising the use of available financial resources and facilitating better value for money. The total DFM balance stood at £414k; full details by department were set out in Appendix 2;
- The PFI Equalisation Reserve was used to smooth out the annual net cost to the Authority of both PFI schemes and would be required to meet future contract payments. The reserve level was reviewed each year to ensure it was sufficient given changes in forecast inflation and interest rates. The reserves had been updated during the year, resulting in a revised balance of £3.4m;
- Other Earmarked Reserves were to fund a specific purpose. The report highlighted all the earmarked reserves, their value and specific purpose. The overall reserves level had increased to £5.7m;

In addition, the General Reserve carried forward all surpluses and deficits that arose in year and was designed to cover uncertainties in future years' budgets; to meet short-term loss of funding and to provide flexibility in terms of medium-term financial planning. As a precepting Authority any surpluses or deficits were transferred into/out of reserves in order to meet future potential commitments, and as such the balance of the deficit on the revenue budget, £0.5m had been drawn down from this reserve. After allowing for these the Authority now held a General Fund balance of £10.2m (18% of the net 2016/17 budget).

On an annual basis the Treasurer was required to report on the adequacy of reserves, given the risks faced by the Authority setting out the minimum (£3.0m) and maximum (£10.0m) level of reserves considered appropriate. Based on this position the current level of general reserves was slightly in excess of this, however the draft

revenue and capital budgets for 2017/18 – 2019/20 included potential drawdowns in excess of £7m which would put this level of reserve at the bottom end of the target range.

RESOLVED: - That the Committee:-

- i. Agree the virement in respect of Section 31 grant receivable;
- ii. Note the outturn position on the 2015/16 revenue budget as presented;
- iii. Agree the proposed transfer of £43k from the Devolved Financial Management Reserve;
- iv. Agree the proposed transfer of £147k to the Private Finance Initiative Equalisation Reserve;
- v. Agree the creation of a £1m earmarked reserve to fund potential penalties associated with the future repayment of Public Works Loan Board debt;
- vi. Agree the proposed net transfer of £824k from Other Earmarked Reserves and the purpose of these;
- vii. Note the decrease of £478k in the General Reserve.

## 8/16 STATEMENT OF ACCOUNTS 2015/16

The report presented the Authority's Statement of Accounts prepared in line with recommended accounting practice and subject to review by the Authority's external auditors, Grant Thornton. The review was scheduled to take place in June and July and a further report would be presented to the Audit Committee once this had been completed with the final Statement of Accounts re-presented to the Resources Committee for information.

The Statement would be signed by the Treasurer to certify that it presented a true and fair view of the financial position of the Authority as at 31 March 2016.

Under existing regulations the Chairman of the Committee approving the accounts had responsibility for signing and dating these. The aim of this requirement was to encourage audited bodies to produce timely accounts of a good quality and promote the concept of corporate governance.

The Statement of Accounts would be placed on deposit for public inspection in July 2016.

The Authority's Statement of Accounts set out the financial context in which it operated, and provided an overview of the financial year 2015/16. It reflected the position the Authority had reached in connection with corporate governance, including internal controls and risk management, including a review of the effectiveness of these arrangements, as reported at the Audit Committee in June. It set out the Auditor's opinion on the Statement of Accounts and was subject to the results of the outstanding audit work which would commence in June. It also set out the responsibilities of the Authority and the Treasurer in terms of the overall management of the Authority's finances and in terms of the production of the annual accounts. It included a statement that showed the movement in year on the different reserves held by the Authority which was analysed into usable and unusable reserves. It provided a statement that showed the accounting cost in year of providing services. The balance sheet showed the value of the assets and liabilities recognised by the Authority and the cash flow statement showed the changes in



cash and cash equivalents of the Authority during the reporting period. The statement of accounts also included notes to the core financial statements.

RESOLVED: - That the Committee approve the Statement of Accounts.

9/16 FINANCIAL MONITORING

The report set out the current budget position in respect of the 2016/17 revenue and capital budgets and performance against efficiency targets.

Revenue Budget

The overall position as at the end of May showed an underspend of £0.274m. It was noted that it was too early in the financial year for any trends in expenditure to be evident and that the situation would be closely monitored as the year progressed. The Committee was provided with detailed information regarding the position within individual departments with major variances related to non-pay spend and variances on the pay budget summarised as follows: -

| Area                       | Overspend/<br>(Under<br>spend)<br>£'000 | Reason  |
|----------------------------|---|---|
| Fleet & Technical Services | 69                                      | The overspend related to the timing of committed spend against operational equipment, breathing apparatus and hydrant repairs, as goods and services were ordered for delivery later in the financial year, and therefore it was expected to reduce as the year progressed. These overspends were partially offset by underspends against vehicle repairs and maintenance and fuel, and the overall position would be monitored.  |
| Property                   | (84)                                    | The current underspend related to the timing of spend against planned repairs and maintenance as works were scheduled in for completion later in the financial year, rather than an anticipated forecast underspend at this stage.  |
| Pay                        | (181)                                   | In terms of the underspend to date, this was broken down as follows: <ul style="list-style-type: none"> <li>• Wholetime pay (£51k underspend) related largely to the timing of costs of ad hoc payments such as overtime and public holidays, and would be monitored closely for the rest of the financial year.</li> <li>• Retained pay (£113k underspend) related to vacant hours of cover across many fire stations, plus timing of spend for retained training courses scheduled for later in the financial year.</li> <li>• Support staff pay (£18k underspend) related to various vacant posts for which recruitment was currently underway.</li> </ul> |

### Capital Budget

The Capital Programme for 2016/17 stood at £7.663m, after allowing for slippage, as reported elsewhere on the agenda, however it was now necessary to bring forward the budget for the replacement of the wide area network (WAN) which had been approved for the next financial year as part of the five year capital programme, to allow the procurement process to start during 2016/17. This would be funded from capital reserves. In addition, in order to allow for operational crews to be fully trained on the new Aerial Ladder Platforms bought towards the end of the 2015/16 it was necessary to either extend the existing lease, which ran out on 28 June, or to purchase the vehicle. Following discussion with the Chairman it was agreed to purchase this for £20k, as opposed to paying £1.5k per month to lease it. Selling the vehicle once the training was completed at an anticipated price (based on market research) in excess of £15k was anticipated. Hence allowing for this purchasing, rather than extending the lease, represented better value for money. The cost would be met from a contribution from the revenue budget, and was reflected in the revised capital programme of £8.063m.

A review of the programme had been undertaken to identify progress against the schemes as set out in the report. Appendix 2 sets out the capital programme and the expenditure position against this, as reflected in the report. The costs to date would be met by both capital grant and revenue contributions.

### Delivery against savings targets

The annual target stood at £2.5m. To date £0.3m of savings had been delivered. The performance to date was slightly ahead of target, a combination of the underspend on salaries for the first two months, plus savings in respect of procurement activities during the same period. It was anticipated that the efficiency target would be met for the financial year.

RESOLVED: - That the Committee note the financial position.

## 10/16 FOUR YEAR SETTLEMENTS

As part of the Local Government Finance Settlement the Secretary of State announced an offer of four year funding settlements for local authorities in return for publishing an efficiency plan. Members considered a letter from the Minister for Policing, Fire, Criminal Justice and Victims, that re-affirmed this offer and set out details of the requirements in order to apply for this.

In order to apply for the Four Year Funding Settlement the Authority would need to publish a robust, transparent and locally owned efficiency plan which should:-

- be published and easily accessible to the public on the Fire and Rescue Authority's website, clearly stating what it contains;
- include the full 4 year period to 2019-20, and be open and transparent about the benefits the plan would bring to both the Fire and Rescue Authority and the local community;
- demonstrate the level of cashable and non-cashable savings expected would be achieved through the Spending Review period, the timetable for delivery, key risks and mitigation strategies;
- include the approach to increasing collaboration, including with the Police and local public sector partners and in relation to procurement;

- demonstrate how more flexible working practices would be achieved, including more effective utilisation of retained firefighters;
- include a commitment to the publication of transparent performance information;
- include a clear strategy for the use of reserves; and
- include a commitment to publishing annual reports on the progress of the efficiency plan alongside the Fire and Rescue Authority's statutory assurance statement, enabling local people to scrutinise progress.

It was noted that this issue would be discussed at the July meeting of the National Fire Finance Network, following which a report would be presented to the full Authority in September in order to determine whether to apply for the four year settlement and to agree on a suitable efficiency plan. The deadline for an application is 14 October 2016.

RESOLVED: - That the Committee note the letter and agree to a subsequent report being presented to the full Authority in September outlining options and including a draft efficiency plan.

#### 11/16 DELEGATION OF PENSION FUNCTION

The Service currently contracted Lancashire County Council's (LCC) Pension Administration Services (Your Pension Service) for pension administrative services for the Firefighter Pension Schemes and separately was part of the LCC Local Authority Pension Scheme Fund.

"Your Pension Service" entered into a creation of an Asset and Liability Management Partnership with the London Pensions Fund Authority (LPFA) with effect from 1 April 2016. The stated aim of the partnership was to:

1. Create a large pool of assets of which more could be managed in-house at low cost, which was in keeping with the Government's stated aim of creating a smaller number of Local Government Pension Scheme "Wealth Funds".
2. Create a shared service that would provide an end to end service in the management of pension schemes dealing with all aspects of pension administration from processing data member communications and the payment of benefits.

The Pensions administration currently undertaken on behalf of Lancashire Fire and Rescue Service (LFRS) by "Your Pension Service" would be delivered by a company jointly owned by the Lancashire County Pension Fund and the LPFA. The company would be known as the Lancashire and London Pension Partnership (LLPP).

This changed arrangement altered the basis under which the service was performed which necessitated a new agreement and the discharge of function in accordance with the provisions of section 101 of the Local Government Act 1972.

LFRS was highly satisfied with the services it currently received.

LFRS' preferred option was for LCC to continue to discharge the pension administration function on behalf of LFRS. However, due to the potential legal

ramifications, external legal advice was sought as to whether the proposed route was legal and appropriate and did not contravene EU procurement rules and could proceed as a “discharge of function”.

Similar arrangements currently existed between LCC and both Cumbria County Council and Merseyside Fire & Rescue Service for their firefighter schemes. Cumbria County Council had already entered into a contract with LLPP, so joint advice was sought by Merseyside and ourselves. The advice confirmed the proposal was an acceptable method of delivery.

Following receipt of that advice additional changes had been incorporated into the documentation which could now be finalised. The alternative would be to re-tender the pension provision through a tendering exercise.

The proposed arrangement was already being utilised to enable Greater Manchester Fire and Rescue Service to administer our Payroll administration.

RESOLVED: - That the Committee note the report, approve the discharge of function and authorise the finalisation of the arrangement.

#### 12/16 DATE AND TIME OF NEXT MEETING

The next scheduled meeting of the Committee would be held on Wednesday 28 September 2016 in the Main Conference Room, Service Headquarters, Fulwood, commencing at 1000 hours.

Further meeting dates were noted for 30 November 2016 and agreed for 29 March 2017 and 28 June 2017.

#### 13/16 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: - That the press and members of the public be excluded from the meeting during consideration of the following items of business on the grounds that there would be a likely disclosure of exempt information as defined in the appropriate paragraph of Part 1 of Schedule 12A to the Local Government Act 1972, indicated under the heading to the item.

#### 14/16 HIGH VALUE PROCUREMENT PROJECTS (Paragraph 3)

Members considered a report that provided an update on all contracts for one-off purchases valued in excess of £50,000 and high value procurement projects in excess of £100,000 including: new contract awards, progress of ongoing projects and details of new projects with an anticipated value exceeding £100,000.

RESOLVED: That the Committee note the recommendations as outlined in the report.

15/16 LANCASTER FIRE AND AMBULANCE STATION REDEVELOPMENT  
(Paragraph 3)

As part of the High Value Procurement Projects Report, Members have had regular updates in connection with the redevelopment of Lancaster Fire Station. This report provided Members with a detailed update on the current position.

RESOLVED:- That the Committee note and endorse the report and the actions outlined within it.

16/16 DAY CREWING PLUS UPDATE  
(Paragraphs 3 and 4)

This report provided Members with an update on recent national developments that could impact on the Authority and its employees.

RESOLVED:- That the Committee note the report.

17/16 REQUEST FOR EXTENSION OF PAID SICK LEAVE  
(Paragraph 1)

The Director of People and Development presented a report to Members on the circumstances relating to a proposed extension of full sick pay.

RESOLVED: - That the Committee approve not to agree the request for the extension of full sick pay on the grounds that there were no exceptional circumstances.

LFRS HQ  
Fulwood

M NOLAN  
Clerk to CFA

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## LANCASHIRE COMBINED FIRE AUTHORITY

### PLANNING COMMITTEE

Monday, 18 July 2016 at 10:00 hours in the Main Conference Room, Service Headquarters, Fulwood

### MINUTES

#### PRESENT:

County Councillor Miles Parkinson (Chairman)

#### Councillors

K Brown  
F De Molfetta (for A Barnes)  
M Green  
F Jackson  
M Khan  
A Matthews  
D O'Toole  
R Shewan

#### Officers

J Johnston – Deputy Chief Fire Officer (LFRS)  
D Russel – Assistant Chief Fire Officer (LFRS)  
P Cox – Area Manager Head of Service Development (LFRS)  
D Brooks – Principal Member Services Officer (LFRS)

#### 1/16 APOLOGIES FOR ABSENCE

Apologies for absence were received from: County Councillors J Shedwick and A Barnes.

#### 2/16 DISCLOSURE OF PECUNIARY AND NON-PECUNIARY INTERESTS

None received.

#### 3/16 MINUTES OF THE LAST MEETING HELD ON 21 MARCH 2016

RESOLVED: - That the Minutes of the last meeting held on 21 March 2016 be confirmed and signed by the Chairman.

#### 4/16 ANNUAL PROGRESS REPORT

The first Annual Service Plan was introduced in 2015, following a review of the Service corporate planning process in 2014.

The Annual Progress Report for 2015 provided an overview of Service performance across the various incident types measured by Key Performance Indicators,

alongside progress against the areas of work detailed in the Annual Service Plan 2015.

This year's Annual Progress Report, as per last year, was presented to Members by way of a short film which highlighted important developments, celebrated achievements, updated major projects and summarised financial and operational end-of-year performance statistics (as reported in the Measuring Progress summary provided to Performance Committee) and in the end of year accounts which were available through the Service website.

In order to encourage wide engagement, it was intended for the film to be shown to all members of staff and be available to the public on the Service website, via YouTube and Vimeo channels. It was noted that it had been produced with in-house expertise and at no cost. The film can be viewed by following the link: <https://vimeo.com/172540630>.

RESOLVED: - That the Planning Committee endorse the production of the Annual Progress Report 2015 and authorise distribution to staff and public.

#### 5/16 OPERATIONAL ASSESSMENT (OPA) IMPROVEMENT ACTION PLAN

The Operational Assessment (OpA) process began in 2009 and was developed by the Chief Fire Officers Association in partnership with the Local Government Association and the Chief Fire and Rescue Advisor. Lancashire Fire and Rescue Service (LFRS) undertook an Operational Assessment and Fire Peer Challenge 1 – 4 April 2014. At the Authority meeting on 28 April 2014 Members requested that oversight and scrutiny of LFRS OpA Improvement Action Plan (IAP) was performed by the Planning Committee and Members have received regular reports on progress.

At its meeting held 20 July 2015, the Planning Committee signed off as complete the Improvement Action Plan (IAP) with the agreement that action No.11 'Development of a Business Support Strategy' be brought back to the Planning Committee following the implementation of the prevention and protection (P&P) review (resolution 03/15 refers).

As part of the outcomes of the prevention and protection review more resources were allocated for business support: a Protection Support Officer was now in place at Service HQ and four Crew Manager Business Safety Advisors whose role was to support businesses, follow-up on unwanted fire signals and follow-up on post fire inspections were also now in place. These roles along with the rest of the now Functional Protection department would develop and deliver on the Business Support Strategy, assisting business by:

- Following the principles of better regulation set out in the Statutory Code of Compliance for Regulators, and the Enforcement Concordat. Also introduce the short audit form.
- Setting out our commitment to priorities and planned interventions through our inspection programme.



- Establishing Primary Authority Schemes to both support strategic businesses and learn how to improve our support.
- Operating systems to train, appoint, authorise, monitor, and maintain a competent inspection programme, including operational personnel.
- Using interventions, including enforcement action, in accordance with our enforcement policy and within the principles of proportionality, accountability, consistency, transparency and targeting.
- Our enforcement action. This would be achieved through the use of an Enforcement Management Model. Fundamental to this is the principle that enforcement action should be consistent and proportional to the fire safety risks and the seriousness of the breach.
- Enforcing strongly against businesses that are unprepared to do their best to comply.
- Taking account of previous attitude to Fire Safety when planning inspection programmes.
- Providing fire safety advice to businesses where necessary or requested.
- Supporting and recognising business partnerships; aiming to work with them to improve standards and understanding.
- Developing our website to assist business to comply, and to promote fire safety to the business environment.

This strategy was integral to how Protection services were delivered by LFRS.

RESOLVED: - That action no.11 'Development of a Business Support Strategy' be signed off as complete.

## 6/16 LANCASHIRE COMBINED FIRE AUTHORITY CONSULTATION STRATEGY - ANNUAL REVIEW

The Authority has a Public Consultation Strategy which provides a framework through which it can seek public opinion on major change issues.

Each year the Planning Committee reviews the Public Consultation Strategy as now considered by Members to assure continued compliance with guidance or legislation and to incorporate learning from any public consultation exercises undertaken.

The review of the Public Consultation Strategy last year and for 2016 had found that the existing strategy continued to reflect industry good practice and guidance and was compliant with legal duties. However, work within the Service had been undertaken to strengthen and improve the equality impact assessment process and the Consultation Strategy had been amended to more clearly make the links between equality impact assessment and consultation.

RESOLVED: - That the Committee note and endorse the Public Consultation Strategy.

7/16 DATE OF NEXT MEETING

The next scheduled meeting of the Committee had been agreed for 1000 hours on Monday 21 November 2016 in the Main Conference Room at LFRS Service Headquarters, Fulwood and further meetings were scheduled for: 30 January 2017, 20 March 2017, 17 July 2017 and 27 November 2017.

M NOLAN  
Clerk to CFA

LFRS HQ  
Fulwood

## LANCASHIRE COMBINED FIRE AUTHORITY

Meeting to be held on 19 September 2016

### FOUR YEAR SETTLEMENTS

(Appendix 1 refers)

Contact for further information:

Keith Mattinson - Director of Corporate Services – Telephone Number 01772 866804

#### Executive Summary

As part of the Local Government Finance Settlement the Secretary of State announced an offer of four year funding settlements for local authorities in return for publishing an efficiency plan.

The report recommends accepting this offer, thereby giving greater certainty to future funding levels and enhancing financial and service planning.

#### Recommendation

The Authority is asked to determine whether they wish to apply for four year funding and to approve the draft efficiency plan attached as appendix 1.

#### Information

The draft four year settlement included in the Local Government Finance Settlement identified a reduction of £1.8m for the current year, with further reduction of £ 3.7m over the next three years:-

|         |        | Reduction |       |
|---------|--------|-----------|-------|
| 2015/16 | £29.4m |           |       |
| 2016/17 | £27.6m | £1.8m     | 6.4%  |
| 2017/18 | £25.3m | £2.3m     | 8.3%  |
| 2018/19 | £24.3m | £1.0m     | 3.8%  |
| 2019/20 | £23.9m | £0.4m     | 1.6%  |
|         |        | £5.5m     | 18.7% |

As part of the Settlement the Secretary of State announced an offer of four year funding settlements for local authorities, in order to help authorities plan ahead, subject to the Authority wishing to pursue this and the submission of a suitable efficiency plan.

Subsequent to this the Secretary of state had re-affirmed that the offer of four year settlements is unaffected by the budget cuts announced earlier in the year. However it is possible that other changes may arise in the future which could impact upon it.

Furthermore, whilst it is not clear what the impact would be of not accepting this offer the Secretary of State has re-iterated that he 'cannot guarantee future levels of funding' for councils which declined to submit an efficiency plan, thereby rejecting the four-year settlement. Based on this it is hard to see any scenario whereby those authorities who do not accept the offer subsequently recover an enhanced settlement.

As such it is recommended that the offer is accepted as it provides an element of certainty, which from a financial and service planning perspective is a significant improvement on the previous short term nature of settlements.

In order to apply for the Four Year Funding Settlement we need to publish a robust, transparent and local owned efficiency plan. Limited guidance has been provided which requires the plan to:-

- be published and easily accessible to the public on the fire and rescue authority's website, clearly stating what it contains;
- include the full 4 year period to 2019-20, and be open and transparent about the benefits the plan will bring to both the fire and rescue authority and the local community;
- demonstrate the level of cashable and non-cashable savings you expect to achieve through the Spending Review period, the timetable for delivery, and key risks and mitigation strategies;
- include the approach to increasing collaboration, including with the police and local public sector partners and in relation to procurement;
- demonstrate how more flexible working practices will be achieved, including more effective utilisation of retained firefighters;
- include a commitment to the publication of transparent performance information;
- include a clear strategy for the use of reserves; and
- include a commitment to publishing annual reports on the progress of the efficiency plan alongside the fire and rescue authority's statutory assurance statement, enabling local people to scrutinise progress.

As such a draft efficiency plan has been produced, and is attached as appendix 1. This plan is based on the medium term financial strategy included as part of the February budget setting exercise.

The deadline for an application is 14 October 2016.

### **Financial Implications**

None at this stage, although clearly the decision as to whether to apply or not will impact on future funding levels.

### **Business Risk Implications**

Securing a four year funding settlement provides greater certainty in terms of financial planning for the Authority, thus minimising the risk of a further significant unexpected cut in funding

### **Environmental Impact**

None

**Equality and Diversity Implications**

None

**Human Resource Implications**

None

**Local Government (Access to Information) Act 1985  
List of Background Papers**

| Paper  | Date | Contact |
|--|------|---------|
| None   |      |         |
| Reason for inclusion in Part II, if appropriate: |      |         |

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## **EFFICIENCY PLAN 2016/17-2019/20**

This efficiency plan is based on the Authority's 2016/17-2019/20 revenue budget/medium term financial strategy, as contained in its [budget booklet](#).

### **Revenue Budget Strategy**

In considering its council tax requirements the Authority aims to balance the public's requirement for and expectations of our services with the cost of providing this. As such the revenue budget focuses on the need to:-

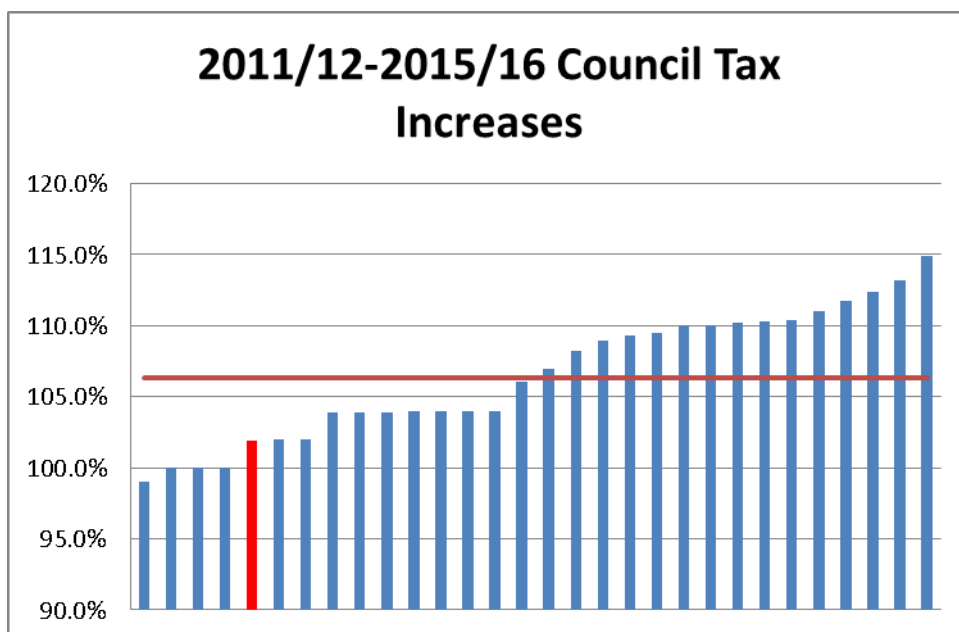
- deliver services as outlined in the [Risk Management Plan](#) and other plans;
- maintain future council tax increases at reasonable levels;
- continue to deliver efficiencies in line with targets;
- continue to invest in improvements in service delivery and facilities;
- set a robust budget that takes account of known and anticipated pressures;
- maintain an adequate level of reserves.

### **2011-2016**

Between 2011-2016 Government Funding fell by over £7m (20%). In order to offset this funding reduction and meet other pressures the Service embarked on an ambitious savings plan, which delivered over £14m of savings over this timeframe:-

|  | 2011-2016 |
|--|-----------|
| Introduction of Day Crewing Plus Duty System   | £3.4m     |
| Alternative Crewing Arrangements for Specials  | £0.7m     |
| Outcome of Emergency Cover Reviews   | £1.7m     |
| Move to NW Fire Control  | £0.9m     |
| Prevention & Protection Review   | £0.5m     |
| Reduction in Senior management posts   | £0.8m     |
| Support Functions  | £1.5m     |
| Reduction in number and cost of ill health retirements                               | £0.2m     |
| Non pay savings(inc procurement)   | £3.7m     |
| Reduction in capital financing costs, including revenue funding of capital programme | £0.7m     |
|  | £14.1m    |

This enabled the service to freeze council tax between 2011/12-2014/15, one of only 7 Fire Authorities who did this and increase it by just 1.90% in 2015/16. The resultant council tax of £64.86 is below the national average of £70.00, and our increase of just 1.9% in the 5 year period compares with an average increase of 6.3%.



## **2016-2020**

### **Government Funding**

Government funding in 2016/17 fell by £1.9m. This year’s settlement also included draft figures for 2017/18-2019/20, and these show an overall reduction in funding of £5.5m (over 18%) as set out below:-

|                   | 2016/17 | 2017/18 | 2018/19 | 2019/20 |
|-------------------|---------|---------|---------|---------|
| Funding Reduction | £1.9m   | £4.1m   | £5.1m   | £5.5m   |

### **Council Tax**

In setting the council tax, the Authority aims to balance the public’s requirement for our services with the cost of providing this. As such the underlying principle of any increase in council tax is that this must be seen as reasonable within the context of service provision.

Council tax increases, and hence budget increases, have been constrained by our desire to deliver value for money services and by capping or the referendum thresholds set by the Government. Applying this principle in 2016/17 the Authority agreed a 1.00% increase and our current budgetary assumptions allow for a 2.0% increase in future years.

|                                  | 2016/17 | 2017/18 | 2018/19 | 2019/20 |
|----------------------------------|---------|---------|---------|---------|
| Anticipated council tax increase | £0.5m   | £1.1m   | £2.0m   | £2.9m   |



## Cost Pressures

There are a number of significant cost pressures that the Authority faces over the four year period:-

|  | 2016/17 | 2017/18 | 2018/19 | 2019/20 |
|--|---------|---------|---------|---------|
| Pay Inflation  | £0.4m   | £0.8m   | £1.2m   | £1.6m   |
| Increase in National Insurance costs                       | £0.8m   | £0.8m   | £0.8m   | £0.8m   |
| Apprenticeship levy  | -       | £0.2m   | £0.2m   | £0.2m   |
| Other Inflation  | £0.4m   | £0.8m   | £1.2m   | £1.6m   |
| FF recruitment costs                                       | £0.3m   | £0.3m   | £0.3m   | £0.3m   |
| Investment in RDS personnel                                | £0.5m   | £0.5m   | £0.5m   | £0.5m   |
| Investment in ICT  | £0.1m   | £0.1m   | £0.1m   | £0.1m   |
| Secondment of staff to develop collaborative opportunities | £0.1m   | -       | -       | -       |
|  | £2.6m   | £3.3m   | £4.3m   | £5.1m   |

## Funding Gap

Taking account of the funding position set out above and despite identifying over £14m of savings between April 2011 and March 2016, the Authority is still faced with a growing funding shortfall in subsequent years, the scale of which will depend upon future council tax options and other pressures:-

|                                     | 2016/17 | 2017/18 | 2018/19 | 2019/20 |
|-------------------------------------|---------|---------|---------|---------|
| Based on 2% increase in council tax | (£3.1m) | (£5.6m) | (£6.3m) | (£6.6m) |
| Based on 1% increase in council tax | (£3.1m) | (£5.9m) | (£6.8m) | (£7.5m) |
| Based on council tax freeze         | (£3.1m) | (£6.1m) | (£7.4m) | (£8.3m) |

## Cashable Savings

In order to offset this the Authority will continue to identify and deliver against savings opportunities, and has already identified over £5m of savings to be delivered in the 4 year period:

|  | 2016/17 | 2017/18 | 2018/19 | 2019/20 |
|--|---------|---------|---------|---------|
| Introduction of Day Crewing Plus Duty System   | £0.5m   | £0.5m   | £0.5m   | £0.5m   |
| Outcome of Emergency Cover Reviews   | £0.5m   | £1.0m   | £1.0m   | £1.0m   |
| Prevention & Protection Review   | £0.6m   | £0.7m   | £0.7m   | £0.7m   |
| Non pay savings (inc procurement)  | £1.1m   | £1.3m   | £1.3m   | £1.3m   |
| Reduction in capital financing costs, including revenue funding of capital programme | £0.4m   | £1.4m   | £1.7m   | £1.7m   |
|  | £3.1m   | £4.9m   | £5.2m   | £5.2m   |

## Flexible working practices

The most significant area of savings identified above relate to the way in which front line services are delivered, and in particular the alignment of resources to risk:-

- Lancashire introduced an amended duty system, Day Crewing Plus, in 2010. Under this system operational personnel provided 42 positive hours and a further 42 stand-by hours at a base next to the station, resulting in a reduction of 14 posts per station, whilst maintaining the same response standards. This will be implemented at Skelmersdale Fire Station in 2016/17, which will be the eleventh station that this now utilises this duty system.
- The Emergency Cover reviews have identified changes at various stations across Lancashire, removing both whole time and retained pumps, changing duty systems, and moving to alternate crewing arrangements for all special appliances. Within the four year plan a further whole time appliance at Lancaster will be replaced by one crewed under the retained duty system.

As a result of these changes our operational fire cover now consists of: -

- 11 pumps operating under the traditional 2/2/4 duty system;
- 11 pumps operating under the Day Crewing Plus duty system;
- 4 pumps operating under the Day Crewed duty system;
- 32 pumps operating under the Retained Duty System.

As can be seen the service relies on RDS pumps for over 50% of its overall emergency response. In recognition of the pivotal role that the retained duty system personnel play the Service was the first in England to introduce a salary scheme, in order to increase the rewards provided to RDS personnel thus aiding recruitment, retention and availability. Whilst our current level of RDS availability is still one of the best nationally at 90% it has fallen in the last two financial years, and as such the Service is currently reviewing the reasons for this to identify key actions which can be taken. This will potentially result in further investment into the retained duty system. In addition we have also introduced the practice of retained duty system personnel riding whole-time appliances, in order to maintain pump availability and enhance training/competency.

## **Collaboration**

The Authority established a joint NW Fire Control Centre with Cumbria, Manchester and Cheshire, which went live in 2014 and delivered over £0.8m of savings to Lancashire.

In order to ensure that we are well placed to meet future challenges arising from our new duty to collaborate, we have seconded officers into both Lancashire County Council and Lancashire Constabulary to explore further opportunities that collaboration presents.

A review of Prevention and Protection Services has been undertaken to better align resources to risks identified within Lancashire. This not only delivered £0.7m of savings, it has enabled the service to enhance our collaborative arrangements with partners, and we are currently developing a safe and well visit on a multi-agency basis to further enhance this service.

We continue to look at opportunities to deliver services, including support service, on a more effective basis through collaboration, and this approach has seen us utilise Lancashire County Council for various support functions, Manchester Fire for payroll services and we have a shared procurement arrangement with Merseyside Fire.

In respect of procurement we work collaboratively with our partners delivering regional contracts in areas such as Personal Protective Equipment (PPE), uniforms, specialist vehicles etc.

We have implemented a gaining entry scheme to support North West Ambulance Service across the county, removing some of the burden previously placed on Lancashire Constabulary to undertake this activity. So far, we've helped nearly 700 people get the medical assistance they needed more quickly – 80% within ten minutes of the call to us.

We have also introduced the first nationally approved emergency first responder scheme with North West Ambulance Service in Morecambe and Ormskirk, attending over 450 incidents and ensuring that the public get the quickest possible assistance to specific types of medical emergencies, thus improving survival rates.

We have continued to explore opportunities to share sites with other public bodies, and are in the process of finalising plans for a joint Fire & Ambulance Station in Lancaster, which is part funded by Government grant. This will be the third station that we share with North West Ambulance Service, after Darwen and Preston Fire Stations. We are also reviewing options around Morecambe Fire Station. In addition we already share Preesall Fire Station with the Lancashire Constabulary and with Sure Start.

### **Use of reserves**

Despite already identifying over £5m of savings, we will still be faced with funding shortfall. We will continue to seek opportunities to identify further savings, most notably from the next Emergency Cover Review which is due to take place in 2017. However any remaining shortfall will need to be met from reserves.

The Authority has adopted a position of delivering savings at the earliest opportunity, with any subsequent underspend being transferred into reserves in order to enhance its overall financial position and to ensure that sufficient reserves are held to deal with future uncertainties the most notable of which has been funding levels. As a result the Authority is in a strong financial position currently holding £10m of general reserves which provides scope to utilise £7m to meet the future revenue and capital requirements.

£4m of these will be utilised to support our capital programme over the next 5 years, most notably delivering two joint Fire/Ambulance stations. A further £3m will be available to offset the potential funding shortfalls identified above:-

|               | 2016/17 | 2017/18 | 2018/19 | 2019/20 |
|---------------|---------|---------|---------|---------|
| Reserve usage | -       | £0.7m   | £1.1m   | £1.4m   |

Hence by 2019/20 general reserve levels could have reduced down to approx. £3m in line with our minimum target level.

## Key risk and mitigation strategies

The following significant financial risks have all been assessed and are adequately covered within the budget estimates presented or within the level of reserves currently held:-

- Further reductions in funding levels, over and above those identified in the provisional four year settlement;
- Reduction in funding via Business Rates retention scheme;
- Reduction in council tax funding due to changes in localisation of council tax support, reducing tax base and/or council tax referendum limits;
- Higher than anticipated inflation/pay-awards;
- Larger increases in future pensions costs/contributions;
- Increase in costs arising from demand led pressures, i.e. increasing staff numbers, overtime due to spate conditions or major equipment replacement requirements;
- Increased cost of partnership arrangements;
- Inadequacy of insurance arrangements;
- Increasing capital financing charges due to higher interest rates, although clearly the risk of this is reduced due to the policy of paying off debt as it matures.

It is inevitable that there may be other changes in funding or costs which cannot be anticipated which may impact the Authority in the next 4 years. Dependent upon the scale of these the Authority will be required to utilise more reserves or deliver greater savings. However the Authority remains in strong position to deal with any such changes that occur.

## Summary

Overall the Authority is well placed to meet the financial challenges that it faces in the medium term, and will continue to balance future council tax levels and the need for investment whilst maintaining effective service delivery.

The move to 4 year settlements creates greater certainty which is to be welcomed. This certainty enables the Authority to take better informed longer term planning decisions, confident that any changes are deliverable in the financial context that it faces. Not only that change can be implemented in a more structured way, thus minimising the impact on service delivery, as well as on staff within the organisation.

In terms of community benefits we will continue to explore collaborative arrangements with partner agencies such as Lancashire County Council, Blackpool and Blackburn with Darwen Councils, as well as Lancashire Constabulary and North West Ambulance Service. The greater funding certainty will enable us to commit to these partnerships for a longer period and will ensure that the public of Lancashire get the best possible service from all agencies.

We will report on performance against the efficiency plan, alongside our other performance data, such as the [annual accounts](#), [annual assurance statement](#), [annual performance report](#), etc.

## **LANCASHIRE COMBINED FIRE AUTHORITY**

Meeting to be held on 19<sup>th</sup> September 2016

### **CORPORATE SAFETY, HEALTH AND ENVIRONMENT POLICY DOCUMENT**

**(Appendix 1 refers)**

Contact for further information:

Bob Warren, Director of People and Development - Tel. 01772 866804

#### **Executive Summary**

Under Section 2(3) of the Health and Safety at Work Act 1974, employers must prepare, and where necessary revise, a written statement of health and safety policy. The existing safety, health and environment policy document, which was last considered by the Authority in September 2013, has been recently reviewed, amended as required, and is now ready for approval.

As the health and safety and environment functions are managed in a similar way it is considered appropriate for the Authority to declare its intent for both health and safety and environment in the same document.

As the employing body, the policy document is 'owned' by the Combined Fire Authority and requires endorsement by both the Chair of the Authority and Chief Fire Officer. Following approval, it will be displayed on all Lancashire Fire and Rescue Service (LFRS) premises.

The revised corporate Safety, Health and Environment Policy is attached as Appendix 1.

#### **Recommendation**

The Authority is asked to endorse the revised policy.

#### **Business Risk**

The corporate Safety, Health and Environment Policy is a key document which informs all organisational activity and seeks to ensure that the requirements of the Health and Safety at Work etc. Act and associated legislation together with Environmental Acts and legislation are met. Any failure to maintain the currency of the policy may endanger and impact upon both LFRS staff, the general public and the environment, leaving the Authority open to potential legal action, economic sanction and public criticism.

#### **Environmental Impact**

The Safety, Health and Environment policy seeks to reduce the impact LFRS has on the environment and natural resources and looks at ways of adapting to the changing climate.

## Equality and Diversity Implications

An initial Equality Impact Assessment has been undertaken with no negative impacts.

## Financial Implications

None

## Human Resource Implications

None

## Local Government (Access to Information) Act 1985 List of Background Papers

| Paper  | Date                           | Contact   |
|--|--------------------------------|---|
| Minutes of CFA meeting                                   | September 2006                 | Director of People and Development,<br>Bob Warren<br>Telephone 01772 866804 |
| Minutes of CFA meeting                                   | 28 <sup>th</sup> April 2008    | As above  |
| Corporate Health and Safety Policy Document              | 20 <sup>th</sup> June 2011     | As above  |
| Corporate Safety, Health and Environment Policy Document | 9 <sup>th</sup> September 2013 | As above  |
| Reason for inclusion in Part II, if appropriate: N/A     |                                |   |

# LANCASHIRE FIRE & RESCUE SERVICE

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# SAFETY, HEALTH AND ENVIRONMENT POLICY

## Contents

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## **1. Introduction**

The main law governing health and safety at work in the United Kingdom is the Health and Safety at Work etc. Act 1974 (HSW Act). This places general duties on you to do what is *reasonably practicable*. This means balancing the level of risk against the measures needed to control the real risk in terms of money, time or trouble. However, you do not need to take action if it would be grossly disproportionate to the level of risk.

Other regulations supporting the HSW Act set out more detailed legal duties for specific activities.

There are many Acts and Regulations associated with the Environment which require as a minimum statutory compliance.

Every organisation that employs five or more staff must have a written Health and Safety Policy. The statement of general policy on health and safety at work sets out your commitment to managing health and safety effectively, and what you want to achieve. In LFRS the health and safety commitments are combined with the environmental and employee wellbeing commitments into one Safety, Health and Environment Policy. This policy is reviewed at least every three years reiterating and reinforcing the principles of our Health and Safety Management System and Environmental Management System.

## **2. Scope**

The scope of this policy includes all roles and sites of LFRS. This means that operational activities, training activities and routine activities are included within the scope.

The implementation of this policy will be based on the model laid down in the Health and Safety Executive Publication HSG65 – Successful Health and Safety Management. The Health and Safety Executive has moved away from the POPMAR (Policy, Organising, Planning, Measuring performance, Auditing and Review) model of managing health and safety to a ‘Plan, Do, Check, Act’ approach.

## **3. Aim**

*The content of this section will form the basis of the Safety, Health and Environment Policy that will be signed by the Chair of the Fire Authority and Chief Fire Officer and displayed on a poster in all LFRS premises, externally on the services internet and detailed in Service Order H&S 00 - Section 1 and Env00 – Section 1 as part of the health and safety and environmental management systems.*

Lancashire Combined Fire Authority (LCFA) and Chief Fire Officer (CFO) recognises the impact that a positive health, safety and wellbeing culture can have on the organisation.

LCFA and CFO fulfils its commitment to protect and promote through implementing and maintaining the highest standards of health, safety and wellbeing of its employees and preventing pollution and minimising our impacts on the environment from all our activities, whilst meeting or exceeding relevant statutory duties. LCFA and CFO deliver our services in a manner that provides a safe place of work for staff, contractors and visitors.

Our aims and objectives are to:

- Understand and ensure compliance with safety, health and environmental regulatory and other requirements that apply to our activities.
- Be fully committed to the prevention of injury and ill health to staff and visitors.
- Provide and maintain high facility, workplace and housekeeping standards.
- Continually develop and maintain systems and procedures to ensure that all equipment, plant and premises are safe and do not have an adverse effect on health and wellbeing.
- Consult and communicate with staff and representative bodies promoting Safety, Health, Wellbeing and Environmental expectations and standards.
- Identify hazards, aspects and reduce risks to as low as is reasonably practical whilst being risk aware rather than risk adverse.
- Raise awareness, train staff in safety, health, wellbeing and environmental matters and encourage our staff to play an active role in reducing impacts and risks and contributing to policy and procedural implementation.
- Support staff fitness and wellbeing.
- To plan and set objectives, targets and programmes and monitor and review our systems using proactive and reactive methods to continually improve our safety, health, wellbeing and environmental performance reporting progress each year.
- To implement and adhere to a framework of policies, procedures and processes that comply with the requirements of British and International Standards such as ISO 14001:2004 and OHSAS 18001: 2007.
- Have appropriate plans/arrangements to deal with emergency situations.
- Recycle and reduce waste wherever possible and make efficient and environmentally responsible use of energy, water and other natural resources.
- Periodically review our systems especially following safety or environmental events.

This policy forms an integral part of our Integrated Risk Management Planning and Corporate Planning processes and Business Continuity Arrangements.

The Chair of the Fire Authority and CFO are responsible for establishing and implementing adequate Safety, Health, Wellbeing and Environmental arrangements within Lancashire Fire and Rescue Service, supported by adequate financial and physical resources, competent staff and expert advice when required.

All staff is expected to adhere to the above policy. Contracted staff and visitors are made aware of the policy and their obligation to work safely whilst under our control.

The policy will be reviewed and revised as necessary at periods not exceeding three years.

Chair of the Fire Authority (signature)

Chief Fire Officer (signature)

#### **4. Roles and Responsibilities**

LCFA is responsible for agreeing the Safety, Health and Environment Policy and for ensuring adequate resources are available for health and safety purposes. The Authority will provide a clear direction for the Executive Board and Senior Management Team to establish policies and manage health and safety performance effectively

All staff is expected to adhere to the above policy. Contracted staff and visitors are made aware of the policy and their obligation to work safely whilst under our control.

Roles and responsibilities for groups and specific job roles and are contained in the organisational arrangements detailed in the Health and Safety and Environment Service Orders which form the basis of the Health and Safety Management System and Environmental Management System.

#### **5. Training**

It is essential that employees are competent to undertake their health, safety and environmental responsibilities. Training and development requirements are evaluated and appropriate briefing, training and development provided through the Service's training strategy, appraisal scheme and audit process. All staff receives initial Safety, Health and Environment training and three yearly refresher training as a minimum supported by role specific training as required.

#### **6. Compliance**

Significant - From a legal, economic and moral standpoint, a number of health and safety and environmental obligations are imposed on the Authority, whilst the Health and Safety Executive and Environment Agency will readily take enforcement action where significant or recurring failures are identified.

## 7. Document Control

### Contact

| Department                     | Name       | Email                            | Telephone    |
|--------------------------------|------------|----------------------------------|--------------|
| Safety, Health and Environment | Julie Lamb | julielamb@lancsfirerescue.org.uk | 01772 866940 |

### Amendment History

| Version | Date           | Reasons for Change  | Amended by                             |
|---------|----------------|---|--|
|         |                | The Health and Safety Policy was originally approved in: September 2006 and revised in April 2008 and the Environment Policy was originally approved in: June 2006 and revised in March 2009. | Head of Safety, Health and Environment |
| 1       | June 2011      | This policy is a combined Safety, Health and Environment Policy created in June 2011.   | Head of Safety, Health and Environment |
| 2       | September 2013 | Routine review.   | Head of Safety, Health and Environment |
| 3       | September 2016 | Routine review  | Head of Safety, Health and Environment |
|         |                |   |  |

### Next Review Date

|                |
|----------------|
| September 2019 |
|----------------|

### Related Documents

| Document Type              | Reference Number                               | Title                                 | Document location  | Date Reviewed                |
|----------------------------|--|---------------------------------------|--|------------------------------|
| Equality Impact Assessment | SHE EIA 1                                      | Safety, Health and Environment Policy | 'R' drive, Equality Impact Assessments, Safety, Health and Environment, Equality Impact Assessments 2016 | 15 <sup>th</sup> August 2016 |
| Risk Assessment            | N/A  | N/A                                   | N/A  | N/A                          |
| Service Order              | H&S - 00<br>Section 1<br>ENV – 00<br>Section 1 | Safety, Health and Environment Policy | Intranet<br>Poster displayed in all LFRS premises (statutory requirement)                                | September 2016               |
| External Documents         | N/A  | Safety, Health and Environment Policy | Internet   | September 2016               |

### Consultation

| Consultative Body  | Date     | Outcome |
|--------------------|----------|---------|
| Fire Brigade Union | 01/09/16 |         |
|                    |          |         |

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## **LANCASHIRE COMBINED FIRE AUTHORITY**

Meeting to be held on Monday, 19<sup>th</sup> September 2016

### **MEMBER CHAMPION ACTIVITY – QUARTERLY REPORT**

Contact for further information:

DCFO Justin Johnston – Tel: 01772 866801

#### **Executive Summary**

This paper provides a report on the work of the Member Champions for the period since the last meeting up to August 2016.

#### **Recommendation**

The Authority is requested to note the report and acknowledge the work of the respective Champions.

#### **Information**

In December 2007, the Authority introduced the 'Champion' role. These positions are currently filled by:

- Equality and Diversity – Councillor Terry Aldridge
- Older People – County Councillor Mark Perks
- Environment – County Councillor Ken Brown
- Road Safety – Councillor Fred Jackson

Reports relating to the activity of the Member Champions are provided on a regular basis to the Authority. This report relates to activity for the period up to August 2016.

During this period, all have undertaken their respective role in accordance with the defined terms of reference. Their activity to date:-

#### **Equality and Diversity – County Councillor Terry Aldridge**

An Equality, Diversity and Inclusion Policy has been developed and implemented. Further to the revision of the Equality Impact Assessment (EIA) process, 25 members of staff have attended briefings and a standard has been established in relation to the development of an EIA where a policy or a decision may impact on members of staff or the community. A corporate mechanism for retaining the information has also been established.

Equality, diversity and inclusion are part of the many activities that Lancashire Fire and Rescue Service (LFRS) deliver. Equality objectives have been established, linked to the development of the Annual Service Plan. An equality, diversity and inclusion action plan has also been developed for 2016/2017 to demonstrate how the Service is progressing against the objectives. Progress in relation to the equality objectives will be reported within the LFRS Annual Equality, Diversity and Inclusion

Report, which is a public document available on the internet to demonstrate how LFRS is meeting its legal duties under the Public Sector Equality Duty. As part of the development of the new Integrated Risk Management Plan (IRMP) equality objectives will be established based on those issues that have been identified through the Strategic Assessment of Risk.

The Absence Management Procedure has been revised and training on the implementation of the Procedure is due to commence in October 2016, the training includes the implications of the Equality Act 2010 and the undertaking of stress risk assessment. The Harassment and Bullying Policy and Grievance Procedure have also been revised and development for line managers will also take place during 2016/2017.

### **Older People – County Councillor Mark Perks**

Please see below a few examples of the work which we have been actively involved with, supported by the Older Persons Member Champion, County Councillor Perks.

The Older Person's Member Champion, County Councillor Perks has actively worked across all Service Delivery areas. Community Safety Teams in all Areas have been actively involved in working with dementia groups and a commitment has been made to attempt to train all of the public facing members of Lancashire Fire and Rescues Service staff as Dementia Friends. To facilitate this task each Area now has a number of Dementia Champions who can roll out the awareness training, this will enable our staff to ensure that the correct advice is given and useful actions are taken to aid those who are living with the condition.

### **Road Safety – Councillor Fred Jackson**

#### Safe Drive Stay Alive

Since the last report, the Safe Drive Stay Alive (SDSA) multi-agency Road Safety Team have delivered the presentation to another 1000 students from Newman College at Preston Charter Theatre and 250 Army personnel at Fulwood Barracks making a total of 6400 people who have received this programme since November 2015.

Cllr Jackson continues to support Safe Drive Stay Alive; the dates for forthcoming events are as follows;

- Blackpool Winter Gardens - Tuesday 27 September 10:00 and 13:30
- Lancaster and Morecambe College - 04 and 05 October (times TBC)
- Park Hall - Wednesday 09 and Thursday 10 November 10:00 and 13:30
- Burnley Mechanics - Tuesday 22 November 10:00 and 13:30 – and possibly Thursday 24 November if we fill the 22<sup>nd</sup>.
- King George's Hall – dates to be confirmed.

Funding (£3000) has been secured from the Ribble Valley Community Safety Partnership in support of Safe Drive Stay Alive. Communications are currently taking place with both Stoneyhurst College and Clitheroe Grammar school with regards to a venue and student attendance at a SDSA event.



Biker Down Course - Working in Partnership with Cheshire Fire and Rescue Service  
On Sunday 31<sup>st</sup> July, LFRS hosted their first 'Biker Down' course, supported by instructors from Cheshire Fire and Rescue Service and RoSPA. The course was held at E91 Clitheroe Fire Station, those in attendance were from a local biker club alongside bikers from LFRS.

Next Course Saturday 3<sup>rd</sup> September Clitheroe Fire Station

If you were the first on the scene of an accident involving a biker, would you know what to do? Would you know who most at risk is, how to protect the area or whether you should remove the helmet of a downed rider?

Actions taken in the first few moments after an accident can be crucial in minimising injuries and can make a real difference to the lives of those involved. But there can be some uncertainty about what to do in these situations.



**Biker Down** is a **free training course** run by bikers for bikers designed to answer these uncertainties. The course uses the expertise of the Emergency Services and RoADAR Motorcycle Group to prepare motorcyclists should the worst happen on the roads.

The course is aimed at motorcyclists of all ages and experience. The **free course** offers people the chance to learn practical skills to help avoid being involved in a crash, as well as essential first-aid training and advice on what to do should they find themselves first on the scene of a crash where someone is injured.



## **Environment – County Councillor Ken Brown**

The Carbon Management Team continues to look at ways to reduce carbon emissions across Service premises and to deliver savings. Against the target of 40% reduction by 2020 from a 2007/08 baseline the target achieved so far is 22%. This equates to a reduction of 976 tonnes of carbon emissions from LFRS premises and fleet activities and a cost saving of £510,000.

Some examples of current projects are:

- Water cylinder and hot water storage tanks replaced with smaller more energy efficient storage tanks at Service Headquarters and Service Training Centre.
- Carnforth Fire Station rebuild installation of new condensing heating and hot water system.
- Replacement central heating boiler system at Padiham Fire Station.
- Lancaster Fire Station installation of Solar PhotoVoltaic panels and condensing boiler as part of refurbishment /new build.
- Enhancing the heating control management systems on stations.

### **Financial Implications**

Activities are within budget.

### **Business Risk Implications**

Whilst no formal obligation is placed on the Authority to have Champions, effective utilisation of such roles offers a number of benefits.

### **Environmental Impact**

The Member Champion provides leadership on environmental issues and assists in engaging Authority members in strategic objectives relating to protecting the environment.

### **Equality and Diversity Implications**

The member champion role provides leadership on E&D issues and assists in engaging Authority members in strategic objectives relating to equality and diversity.

### **Human Resource Implications**

Some member and officer time commitments.

### **Local Government (Access to Information) Act 1985**

#### **List of Background Papers**

| Paper   | Date | Contact              |
|---|------|----------------------|
|   |      | DCFO Justin Johnston |
| Reason for inclusion in Part II, if appropriate |      |                      |

## **LANCASHIRE COMBINED FIRE AUTHORITY**

Meeting to be held on 19th September 2016

### **FIRE PROTECTION REPORTS**

Contact for further information:

Deputy Chief Fire Officer Justin Johnston – Tel. 01772 866801

#### **Executive Summary**

This report deals with prosecutions in respect of fire safety management failures and arson incidents within the period 1 April 2016 to 31 May 2016.

In addition, Fire Protection and Business Support Information is included in the report.

#### **Recommendation**

The Authority is asked to note the report.

### **FIRE SAFETY CONVICTIONS**

#### **Prosecutions under the regulatory reform (fire safety) order 2005**

Lancashire Fire and Rescue Service (LFRS) successfully completed 3 prosecutions in July/August:

##### House of Multiple Occupation (HMO) - 3 Hawkhurst Road, Penwortham

On the 21<sup>st</sup> July 2016 at Preston Crown Court, Mr Andrew Kennedy, the landlord of the HMO in Penwortham, pleaded guilty to 6 charges brought under the Regulatory Reform (Fire Safety) Order 2005.

LFRS brought the charges following an inspection of the premises by Fire Safety Officers from Bamber Bridge and Environmental Health Officers from South Ribble Borough Council on 5<sup>th</sup> March 2015. The inspection identified contraventions of fire safety regulations, considered so serious that a Prohibition Notice preventing people from sleeping on the premises was issued. Of particular concern was the unconverted attic of the property that had been rented out and occupied as a habitable room, accessed via an unfixed wooden ladder.

Mr Kennedy showed complete disregard to people's safety by continuing to breach the Prohibition Notice, this was reflected in his sentencing, as the presiding Judge, Judge Altham convicted him for 34 weeks imprisonment, suspended for 18 Months for the one offence of breaching of the Prohibition Notice.

In addition Mr Kennedy was given a 5 week suspended sentence for each of the other 5 offences, 150 hours unpaid work order and a ten day rehabilitation activity order.

#### HMO - 8 Balmoral Terrace Fleetwood

On the 27<sup>th</sup> July 2016 at Blackpool Magistrates Court, John Graham Salisbury of 11 Rosewood, Cottam, Preston pleaded guilty to six separate breaches of the Regulatory Reform (Fire Safety) Order 2005 relating to a HMO 8 Balmoral Terrace Fleetwood, a mid-terraced three-storey property consisting of five flats.

Mr Salisbury was given the opportunity, on a number of occasions, to meet with Fire Safety Officers at the premises to discuss the requirements of an Enforcement Notice issued January 2015 but he never took the opportunity to do so. Due to the poor standard of Fire Safety provision and non-compliance with the Enforcement Notice, LFRS were left with no alternative but to bring charges against the Responsible Person.

Mr Salisbury was fined;

- £4000 for failure to comply with the requirements of an enforcement notice.
- £400 each for five (5) of the other articles.

LFRS received costs of £4270 and with a victim surcharge of £150, Mr Salisbury was consequently handed a total fine of £10,420.

#### Ormskirk landlord - Mr Timothy Reynolds

Mr Timothy Reynolds, the landlord of the Malthouse Business Centre and the Buck l<sup>th</sup> Vine Inn, Ormskirk, appeared before Ormskirk Magistrates Court on the 27<sup>th</sup> June 2016, pleading guilty to 7 offences under the Regulatory Reform (Fire Safety) Order 2005. Although the Magistrates now have the ability to award unlimited fines for offences under the Regulatory Reform (Fire Safety) Order 2005, it was determined that due to the seriousness of the offences, culpability of the responsible person and the putting of profit before safety that sentencing would be better carried out at Liverpool Crown Court on the 2<sup>nd</sup> August 2016, where sentences may not just be financial but are potentially custodial as well.

Mr Reynolds was given a six month prison sentence, suspended for two years, for each of the seven charges. In addition he was given 200 hours unpaid community work and ordered to pay LFRS costs of £6000.

Of particular concern was the fact that a professional landlord, who was aware of his responsibility to ensure adequate fire safety provision, continued to allow unsuitable premises to be used for sleeping accommodation. Despite being issued with the Prohibition Notice, investigations revealed that Mr Timothy Reynolds did not take adequate measures to comply with the prohibition relating to the Malthouse allowing continued occupation after the notice was issued.

#### Broadclough Mill, Bacup.

The landlord of the multi occupied business premises was summoned to appear at Burnley Magistrates on 22<sup>nd</sup> July, but failed to attend. A warrant for his arrest was issued. After he presented at a police station the case was subsequently adjourned to Burnley Magistrates for the 16th September.

#### HMO Manchester Road, Burnley

2 separate Responsible persons have been summoned to appear at Burnley Magistrates on the 9<sup>th</sup> September for alleged inadequate fire safety measures at the above rented accommodation.

## **FIRE PROTECTION & BUSINESS SUPPORT INFORMATION**

### Deliberate secondary fires - Blackpool

Industrial units and spare land adjacent to Bispham tip, Bristol Ave, Bispham had been subject to fly tipping and deliberate secondary fires. CM Frankland, Western Area, Business support officer has worked with the police, Environmental Protection, local business and the land owners to offer advice and support. This has resulted in a number of arrests and an immediate drop in secondary fire activity in the area. The owners have also agreed to fence off the site and clear any waste.

### **ARSON CONVICTIONS**

The past 2 months has been very quiet in terms of Court Cases for arson. There are a number of successful cases where defendants have either pleaded guilty or have been found guilty but all cases are awaiting sentencing.

LFRS close working arrangements with Lancashire Constabulary on arson cases continues to be very successful with LFRS/LanCon detection rates consistently running at approximately 2.5 to 3 times the National average.

Historically, arson was seen to be the most difficult of crimes to detect and secure a conviction, with National detection rates being at approximately 7% of all fires that are recorded as deliberate.

### **Business Risk**

Moderate – Members need to be aware of prosecutions related to fire safety activity and/or arson within Lancashire in order to satisfy themselves that the required robust approach is being pursued.

### **Environmental Impact**

None

### **Equality and Diversity Implications**

None

### **HR Implications**

None

### **Financial Implications**

None

### **Local Government (Access to Information) Act 1985**

#### **List of Background Papers**

| Paper  | Date | Contact |
|--|------|---------|
| Reason for inclusion in Part II, if appropriate: |      |         |

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## **LANCASHIRE COMBINED FIRE AUTHORITY**

Meeting to be held on Monday, 19 September 2016

### **COMMUNITY FIRE SAFETY REPORTS**

**(Appendix 1 refers)**

Contact for further information:

Assistant Chief Fire Officer David Russel, Director of Service Delivery

#### **Executive Summary**

Reports in relation to the 2 Unitary and 12 District Authorities are attached containing information relating to:-

- Community Safety activity;
- Incidents of Operational interest.

#### **Recommendation**

The Authority is asked to note the report.

#### **Information**

Included as Appendix 1 are reports for the two unitary and twelve district authorities in relation to:

- Community Safety initiatives;
- Incidents of Operational interest.

#### **Business Risk:**

None

#### **Environmental Impact:**

Potential impact on local environment

#### **Equality and Diversity implications:**

None

#### **Financial Implications:**

None

#### **HR Implications:**

None

**Local Government (Access to Information) Act 1985**  
**List of Background Papers**

| Paper  | Date                    | Contact      |
|--|-------------------------|--------------|
| Information from LFRS Management Info Systems    | June 2016 – August 2016 | David Russel |
| Information received from area based staff       | June 2016 – August 2016 | David Russel |
| Reason for inclusion in Part II, if appropriate: |                         |              |



**LANCASHIRE FIRE AND RESCUE SERVICE**  
COMMUNITY SAFETY REPORT

REPORTING PERIOD: JUNE – AUGUST 2016

|                            |                              |
|----------------------------|------------------------------|
| <b>SUMMARY REPORT FOR:</b> | <b>BLACKBURN-WITH-DARWEN</b> |
|----------------------------|------------------------------|

**LOCAL COMMUNITY SAFETY ACTIVITIES (brief details)**

**Loose Clothing / Ramadan**

As part of the Eastern Ramadan Safety we delivered 'Loose Clothing' campaign sessions, targeting women's groups. The campaign covered cooking safely, tying loose clothing back and what to do in the event of clothing catching fire.

**Wasted Lives**

Again this year's campaign also highlighted "Wasted Lives" and targeted a number of different mosques in the Blackburn area. There have always been concerns via the Police with more and more road traffic collisions during Eid. Therefore, it is a good time for us to target drivers at this time in Ramadan, as we do get an increase in young drivers/ men going to Prayers more during the Ramadan Period. Operational managers were able to give presentations - including cars which have been involved in road traffic accidents

**Streetwise**

A new style Streetwise event was held at Witton school, with the Fire Service playing a prominent part in the delivery of safety, targeting Year 6 children in the borough. Two sets of workshops focusing on road safety and water safety, along with the overarching theme of fire safety, were delivered to 700 children, by both operational and community fire safety staff

**INCIDENTS OF OPERATIONAL INTEREST (brief details)**

**Incident:** Successful Prosecution (Post-Fire)  
**Date:** 08 August 2016  
**Time of Call:** N/A

On 10 January 2016, two appliances from Blackburn Station and one from Darwen Station attended a developing house fire with a person trapped inside on Bolton Road, Blackburn. The two Blackburn appliances took less than three minutes to reach the address. One person found trapped inside the property was rescued by Firefighters using breathing apparatus. They were taken to hospital by NWAS and fully recovered after treatment at Royal Blackburn Hospital. The building was a mid-terraced house. The room and floor of the house were severely damage and the remainder of the house moderately damaged. The fire investigation was led by Incident Investigating Officer (IIO) Mick England who quickly identified the seat of fire and that the cause was deliberate. Following a Fire Service and Police investigation, the identified suspect was arrested and charged with 'Arson with Intent to Endanger Life'. Subsequently, the suspect pleaded guilty and on 08 August, he was sentenced at Preston Crown Court to 6 years and 5 months imprisonment.

**LANCASHIRE FIRE AND RESCUE SERVICE**  
**COMMUNITY SAFETY REPORT**

REPORTING PERIOD: JUNE – AUGUST 2016

|                            |                  |
|----------------------------|------------------|
| <b>SUMMARY REPORT FOR:</b> | <b>BLACKPOOL</b> |
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**LOCAL COMMUNITY SAFETY ACTIVITIES (brief details)**

**Blackpool Carers**

As part of International Youth Day, Blackpool Fire Station created the opportunity for Young Blackpool Carers (carers between age of five to eighteen) to “Design a Poster”. The posters were to contain one, or a combination of Fire Safety, Water Safety and Road Safety elements and the entries were split into three categories. The closing date for entries was 12 August and the competition culminated in a visit to Blackpool Fire Station on 22 August for an afternoon of fun filled activities, a presentation and prizes for the winning entries. The afternoon was hosted by Blue Watch and a member of the Community Safety Team. The campaign not only strengthens Lancashire Fire and Rescue Service’s links with Blackpool Carers, but conveys important safety messages and provides a welcome diversion for the many young people who care for family members and loved ones. All of the Young Carers who attended the day were presented with a certificate from the Watch Manager, with some special prizes going to two of the Young Carers who came top in the group activities.

**Fire Cadets – Work Experience**

In July, two of our Fire Cadets from the South Shore unit participated in a brief period of work experience in Western Area. The Fire Cadets completed a tour of the stations; they worked with Community Safety Advisors and developed a greater understanding of the prevention work that takes place within the community. They also met Fire Safety Enforcement Officers and worked on a project whereby they examined five principles of fire safety. This then concluded with a simulated scenario, which put their learning into practice by asking them to identify potential hazards. They also visited North West Fire Control, received a tour of Headquarters, including the Contact Centre and observed Community Fire Safety Teams delivering training to some of our partner agencies.

**INCIDENTS OF OPERATIONAL INTEREST (brief details)**

**Incident:** Fire  
**Date:** 08 August 2016  
**Time of Call:** 21:03

Operational crews were called to a fire in a block of flats in Blackpool town centre. The fire had taken hold in a downstairs flat, which resulted in substantial damage to the flat and moderate smoke damage to the upper floors of the property. This particular premises has been difficult to target in terms of fire safety. However, the incident presented the opportunity for collaborative working and an integrated approach between Operational Crews, Fire Safety Enforcement Officers, the Community Safety Team and our Partner Organisations. We were able to share information and put measures in place to help some of the more vulnerable members of this community.

**Incident:** Special Service Call  
**Date:** 06 August 2016  
**Time of Call:** 15:15hrs

A call was received from North West Ambulance Service (NWAS), in order to assist with the rescue of a casualty from the roof of 'Ma Kelly's Bar' on Talbot Rd. It is believed that an adult male had injured himself whilst 'free-running' across the roofs. His injuries were soft tissue trauma to his ankle and shoulder. As the access from the roof was via a vertical ladder, it was decided that the safest option would be to utilise the Aerial Ladder Platform (ALP). To maintain fire cover, the other appliances and the Rope Rescue Team were released from the incident prior to the stop message. The casualty was strapped into a basket stretcher before being brought to safety via the ALP cage. The rescue took approximately 30 minutes to complete.

**LANCASHIRE FIRE AND RESCUE SERVICE**  
**COMMUNITY SAFETY REPORT**

REPORTING PERIOD: JUNE – AUGUST 2016

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| <b>SUMMARY REPORT FOR:</b> | <b>BURNLEY</b> |
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**LOCAL COMMUNITY SAFETY ACTIVITIES (brief details)**

**Older People's Activities**

Residents from a sheltered housing scheme in Padiham were invited to Burnley Community Fire Station to see for themselves how the Fire Service operates on a daily basis. Residents were given a tour by the Community Fire Safety team and received information about the key 'age safe' prevention messages and wellbeing advice to live a healthy life. Discussion took place on how the Fire Service can work effectively with older persons by sharing information, signposting and listening to their issues and concerns. By this kind of intervention we have worked closely with some elderly residents who now see themselves as our friends within the community.

**Home Fire Safety Checks**

The Community Fire Safety Pennine team also completed 25 targeted Home Fire Safety Checks at supported living accommodation in Burnley during July and August. In the past, there have been many false alarms and minor incidents at the premises, which are often an indicator of more serious incidents occurring. Emphasis was placed on cooking safely and adhering to the 'Stay Put' policy should the fire alarm sound.

**INCIDENTS OF OPERATIONAL INTEREST (brief details)**

**Incident:** Mill Fire  
**Date:** 19 June 2016  
**Time of Call:** 02:55

In response to the initial call, two appliances from Burnley were mobilised to a mill fire. The Officer in Charge of the first appliance could clearly see the large fire upon leaving the fire station. Upon arrival at the incident, the crews were faced with a large fire in a four-storey building that had fallen into disrepair over recent years. The building was unoccupied, open to access and a large fire was well developed in the centre of the building, involving a large portion of the internal structure and roof timbers. The crew quickly recognised the scale of the incident and requested a further two pumping appliances and an Aerial Ladder Platform (ALP) in order to tackle the blaze, which was located in the centre of the commercial area of the town. The structure of the building was deemed to be too unsafe for crews to enter the building, resulting in the use of the ALP to fight the fire from a safe vantage point, as well as using additional covering jets, supplied from the nearby canal. Safety officers were established and the use of cordons ensured public access was restricted in this town centre area. The early actions of the initial crews resulted in the fire being limited to the derelict mill, whilst minimising the impact on the local infrastructure. Following the suspicious fire, crews worked closely with the Police and Local Authority officers in order to identify evidence at the scene and ensure the unsafe structure was secure against future illegitimate entry.

**Incident:** Hazardous Materials Incident  
**Date:** 14 June 2016  
**Time of Call:** 23:11

One fire appliance was called to an incident - reported as a gas cloud - and crews liaised with the Police upon arrival at the scene. The gas cloud, which was initially unidentified in terms of what it consisted of, was slowly moving down a roadway towards traffic and members of the public. The Hazardous Materials and Environmental Protection Officer (HMEPO) liaised with the Police and Lancashire Fire and Rescue Service crew to establish a safe cordon and implement traffic control measures, until further information about the gas could be gathered. It was established that the gas was being released from a large cylinder situated at an adjacent engineering factory and it was quickly identified as being Nitrogen. The HMEPO completed a hazardous materials risk assessment, which identified the properties and hazards associated with the gas. The HMEPO also provided advice regarding how best to deal with the incident as safely and promptly as possible, in order to get the road infrastructure back to normal. The cylinder was used for storing liquid nitrogen and as the liquid leaked, it was very quickly taking the form of a gas which was causing the cloud. The onsite engineer had little knowledge of the cylinder system so the HMEPO contacted the supplier directly, and by utilising FaceTime on the iPad, the HMEPO was able to show the specialist exactly where the liquid was leaking from and quickly identify a solution in order to resolve the leak.

**LANCASHIRE FIRE AND RESCUE SERVICE**  
COMMUNITY SAFETY REPORT

REPORTING PERIOD: JUNE – AUGUST 2016

**SUMMARY REPORT FOR: CHORLEY**

**LOCAL COMMUNITY SAFETY ACTIVITIES (brief details)**

**Community Service Hub**

As part of the work carried out by Chorley Council's Public Service Reform Board, the Community Fire Safety (CFS) team worked with a large number of different agencies on a three-day Community Service Hub. The pilot area was Chorley Inner East, which was identified by the Council due to Police hotspots, pensioners living alone, vulnerable young people and ethnic minority groups. Each of the three mornings started with a briefing by the Police on any issues they were currently facing and then each agency had the opportunity to discuss any visits they had booked in or any advice they required. The CFS team were accompanied by the Lancashire Wellbeing Service and the Police on some joint visits and home fire safety checks (HFSC) were generated and passed onto the CFS team. The Council took away feedback from the different agencies and there is an expectation that this concept be rolled out to other areas across Chorley District.

**Road Safety**

Crews and the CFS team from Chorley Fire Station attended the Chief Fire Officers Authority (CFOA) Road Safety Day at Charnock Richard Service Station on the M6 on Thursday, 11 August. The aim of the day was to promote the STOP4T message which comprised messages about *tyres, tiredness, two-second rule, towing, top up and take care* (in roadworks). Lancashire Fire and Rescue Service were joined by partners including Greater Manchester Police, Wigan Road Safety and Tyresafe, as well as Lancashire Partnership for Road Safety who took one of the crashed cars to demonstrate the dangers of drink driving and driving the morning after the night before. The event was a great success, with the agencies engaging with hundreds of drivers over the day.

**INCIDENTS OF OPERATIONAL INTEREST (brief details)**

**Incident:** Road Traffic Collision  
**Date:** 18 August 2016  
**Time of Call:** 10:34

Crews from Leyland, Skelmersdale, Chorley, Bamber Bridge and Urban Search and Rescue (USAR) were called to an incident at Charnock Richard Service Station between Junction 27 and 28 on the Southbound side of the M6. They were confronted with a heavy goods vehicle that had crashed into the rear of the petrol station. The driver was trapped by the steering wheel and was released by the Fire Service. The building had become structurally unsafe - therefore, the public were evacuated from the petrol station and the forecourt was closed. All utilities to the petrol station were isolated by the Charnock Service's engineer and the building was made safe by USAR. The incident was then handed over to Charnock Richard and the transport company for recovery of the heavy goods vehicle.

**Incident:** Secondary Fire  
**Date:** 10 June 2016  
**Time of Call:** 08:30

Chorley Fire Crews were called to an incident on Carr Lane in Chorley, which was initially described as a small fire involving petrol. On arrival, the Crews found that the householder had used a small quantity of petrol to burn away an ant's nest. The fire was out on arrival and required no intervention of the Crews. The nest was on a wall at the front of the garden and not attached to the house, however there was significant risk to the occupier due to the volatile nature of petrol when ignited in this way.

**LANCASHIRE FIRE AND RESCUE SERVICE**  
COMMUNITY SAFETY REPORT

REPORTING PERIOD: JUNE – AUGUST 2016

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| <b>SUMMARY REPORT FOR:</b>  | <b>FYLDE</b> |
| <b>LOCAL COMMUNITY SAFETY ACTIVITIES (brief details)</b>  |              |
| <b><u>Police Project</u></b>  |              |
| <p>The Western Area Community Fire Safety team have been delivering a comprehensive new training package in the Fylde area for Lancashire Police. The package has been produced by Training and Operational Review (TOR) and aims to furnish Lancashire Police - with ranks ranging from Police Community Support Officers to Inspectors - with a greater understanding of those members of our community who are most vulnerable to fire within the home. The package also explains the purpose of Home Fire Safety Checks and clarifies our new referral process. Information is also provided on both the FIRES and Arson Threat referral process.</p> <p>The presentation explains the most frequent cause of fire and identifies those who are most at risk. Underlying factors and “the cause behind the cause” such as ill health and poor mobility are also highlighted as a concerted effort to establish early action referrals and partnership working. The Fire Safety Enforcement aspect also plays a significant role in the presentation by highlighting what the Police can look for in terms of non-compliance from tenants, landlords and housing providers. Important information in terms of any fire safety being compromised following a raid from the Police themselves is also discussed.</p> |              |
| <b><u>Dementia Cafes</u></b>  |              |
| <p>Community Fire Safety teams have been working alongside dementia organisations such as The Alzheimer’s Society, Empowerment and voluntary sector agencies and regularly attending “Dementia Cafes” out in community settings for quite some time. In the Fylde area, operational crews are also visiting the cafes and working alongside the partner agencies and Community Fire Safety teams in the community. This is proving useful in the first instance for those living with dementia themselves should they and their carers have any fire safety related questions. In addition to this, benefits are gained from our perspective in terms of Lancashire Fire and Rescue Service being able to identify vulnerable community members and the ability to learn so much more about the “Dementia Journey” from those who have a first-hand experience.</p> <p>This process has now expanded in the Fylde area, as operational crews are also visiting one of the dementia cafes and are working alongside the partner agencies and Community Fire Safety teams in the community. This integrated approach is working well, with experience and information being shared successfully.</p>  |              |



## INCIDENTS OF OPERATIONAL INTEREST (brief details)

**Incident:** Fire  
**Date:** 14 June 2016  
**Time of Call:** 23:50

Operational crews attended a fire in a residential home. Crews led three residents to safety and two residents received precautionary check-ups from paramedics. The fire was due to a fault connected to the electrical intake. This was located in a cupboard under the stairs and was fortunately confined to the cupboard, although a small amount of smoke had spread along the hallway. Fire crews waited for the electricity board to arrive in order for the services to be isolated. Crews returned the following day and conducted a leaflet drop to the surrounding area. They also returned to the property and arranged a coffee morning for the occupants in order to provide reassurance and offer general fire safety advice and information.

**LANCASHIRE FIRE AND RESCUE SERVICE**  
COMMUNITY SAFETY REPORT

REPORTING PERIOD: JUNE – AUGUST 2016

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| <b>SUMMARY REPORT FOR:</b> | <b>HYNDBURN</b> |
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**LOCAL COMMUNITY SAFETY ACTIVITIES (brief details)**

**Loose Clothing / Ramadan**

As part of the Eastern Ramadan Safety we extended out into Hyndburn to deliver our 'Loose Clothing' campaign sessions, targeting women's groups. The campaign covered cooking safely, tying loose clothing back and what to do in the event of clothing catching fire.

**Wasted Lives**

There have always been concerns via the Police with more and more road traffic collisions during Eid. Therefore, it is a good time for us to target drivers at this time in Ramadan, as we do get an increase in young drivers/ men going to Prayers more during the Ramadan Period. Operational managers were able to give presentations - including cars which have been involved in road traffic accidents.

**INCIDENTS OF OPERATIONAL INTEREST (brief details)**

**Incident:** Domestic fire  
**Date:** 08 July 2016  
**Time of Call:** 09:45

A call was received at North West Fire Control, where the caller dialled 999 and replaced the receiver before speaking to an operator. The call was traced to a house in Accrington and due to concerns raised by the North West Fire Control operator due to the nature of the call one pump from E70 Hyndburn was mobilised to the address. Soon after the appliance had mobilised, a further call was received stating that the fire involved a detached bungalow. This information was passed to the attending appliance and a further pump was mobilised from P90 Burnley, with support from a Station Manager. The first appliance from Hyndburn arrived on scene in a little over four minutes after the initial call was received and was faced with smoke issuing from all sides of the building, with a substantial fire visible spreading into the lounge and flames venting through a window at the rear of the premises. The Incident Commander committed two Firefighters wearing breathing apparatus to attack the fire using a hose reel and requested the attendance of the Ambulance service to tend to an elderly female occupier who was suffering from the effects of smoke. The second appliance arrived on scene at 10:11 (12 minutes after mobilisation) and two additional Firefighters were committed into the building wearing breathing apparatus and equipped with a hose reel. A ventilation unit was used to assist with smoke clearance. Crews remained at the scene firefighting and undertaking fire investigation activities for approximately three hours. The Incident Commander also requested the attendance of the Fire and Emergency Support Service vehicle, which attended the scene to assist the occupier in managing the aftermath of the fire. The occupier was taken to hospital for a precautionary check.

**LANCASHIRE FIRE AND RESCUE SERVICE**  
**COMMUNITY SAFETY REPORT**

REPORTING PERIOD: JUNE – AUGUST 2016

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| <b>SUMMARY REPORT FOR:</b> | <b>LANCASTER</b> |
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**LOCAL COMMUNITY SAFETY ACTIVITIES (brief details)**

**Water Safety Campaign**

In support of The Royal Life Saving Society (RLSS) Drowning Prevention Week, Community Safety Advisors (CSA), and Firefighters from Lancaster and Carnforth Fire Cadets carried out various activities during this period. Firefighters and CSA carried out a practical swift water rescue demonstration of rescue skills and equipment. Members of the public were able to access a variety of information promoting water safety. Carnforth Fire Cadet Crew Managers raised awareness during school assemblies to their fellow pupils, urging them to be 'water safe'. During the presentation, it was highlighted that during the school holidays - and in particular in hot weather - increasing numbers of children were drowning. This was reinforced with the emotional story of a 13 year old youth, who lost his life when he and his friends went swimming in a quarry.

**INCIDENTS OF OPERATIONAL INTEREST (brief details)**

**Incident:** Building Fire  
**Date:** 01 July 2016  
**Time of Call:** 18:09

Two fire appliances were mobilised to the Ranch House, Morecambe following reports of smoke issuing from a derelict building, formerly a public house. Upon arrival, the Officer in Charge was confronted with a developed fire inside the building. Fire appliances were immediately increased to four and an Aerial Ladder Platform (ALP) was requested. The spread of fire was affected by strong prevailing winds and as a result, fire appliances were increased to six, and a request was made to United Utilities to increase water pressure in the area. A water relay was established to the fire ground, and as a result fire appliances were again increased to eight. The cause of the fire was deliberate ignition, and as a result of investigations, arrests and subsequent charges have been made by the Police to two individuals.

**LANCASHIRE FIRE AND RESCUE SERVICE**  
**COMMUNITY SAFETY REPORT**

REPORTING PERIOD: JUNE – AUGUST 2016

**SUMMARY REPORT FOR:**

**PENDLE**

**LOCAL COMMUNITY SAFETY ACTIVITIES (brief details)**

**Water Safety**

In readiness for the school holiday period, Lancashire Fire and Rescue Service (LFRS) liaised with local secondary schools and year heads to organise the delivery of the 'Dying for a Dip' presentation to school children during assemblies. Once the arrangements had been secured, the plan was to deliver the presentation and to encourage open discussion on the topic. LFRS staff met with the manager of Pendle Leisure Centre and organised practical pool based open water safety sessions for junior schools to discuss the dangers of open water and demonstrate three shore based rescues that could be attempted, whilst keeping the rescuer safe and on dry land. The children all participated in practicing these rescues.

LFRS staff also arranged for the Police Cadets and Prince's Trust to receive the theory (dying for a dip) presentation on station, followed by the practical pool based sessions at Pendle Leisure Centre.

**Road Safety (Specifically for Eid)**

In response to the potential dangers and concerns raised from local communities, P94 station has developed and implemented an Eid Wasted Lives Campaign to highlight the dangers and propagate LFRS's road safety message to young drivers. This was achieved by presenting a Wasted Lives vehicle at the edge of a supermarket carpark, where most of the Muslim community park for the Eid prayer and through close liaison with the Imam, to enter Jamia Mosque (the largest mosque in Nelson) on Eid morning in order to capture the biggest audience possible. Traditionally it has been extremely difficult to access 18-24 year olds to present the Wasted Lives initiative/message. This method was deemed the most effective way to propagate our LFRS road safety message to the target audience, as no Muslim's miss the Eid prayer in the morning. It is also recognised that this is the day where the risk increases significantly. As a result of this initiative, approximately 2500 people received the safety messages and were able to view the display vehicle.

**INCIDENTS OF OPERATIONAL INTEREST (brief details)**

**Incident:** Primary Fire  
**Date:** 23 July 2016  
**Time of Call:** 17:30

Lancashire Fire and Rescue Service (LFRS) attended a fire involving a tractor on fields, adjacent to farm buildings. Upon arrival, the whole vehicle was well alight. The tractor had been in use all day towing a trailer loaded with hay bales from adjacent fields. All other vehicles and workers had been withdrawn to a safe distance prior to the arrival of LFRS. After an initial assessment, the tactical plan determined that Firefighting Foam was to be used to extinguish the fire due to remote location and large quantity of fuel being carried by the tractor (300 litres). The fire was quickly extinguished, preventing any fire spread to nearby buildings.

**LANCASHIRE FIRE AND RESCUE SERVICE**  
COMMUNITY SAFETY REPORT

REPORTING PERIOD: JUNE – AUGUST 2016

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| <b>SUMMARY REPORT FOR:</b> | <b>PRESTON</b> |
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**LOCAL COMMUNITY SAFETY ACTIVITIES (brief details)**

**Fire Cadets Passing Out Parade**

On Wednesday, 07 July 2016, the Fire Cadets from Christ the King school in Preston held their passing out parade. Nine months of hard work by the students was recognised with a practical drill and firefighting demonstration session, followed by an overview of the entire course. Testimonies were read out from members of staff and the Fire Cadets themselves. Finally, certificates were presented to the Cadets by ACFO Russel, who praised the Cadets for the demonstration and commitment they had shown over the duration of the course.

**Preston Fire Station and Ambulance Open day**

On Sunday, 03 July 2016, Preston Fire and Ambulance Station held their annual open day at the station on Blackpool Road and it was another enjoyable day for both staff and visitors. Firefighters and the Fire Safety teams at Preston were supported by so many different people and organisations. A big thank you from us must go to the Fire Cadets from Christ the King, Police Cadets, Lancashire Police, North West Ambulance Service, Fulwood's Firefighters, members of Preston's Prince's Trust team, Vikki Naylor, Paul Thompson and finally BBC Radio Lancashire's John Gilmore who compered the event. The doors to the station opened at 10:00 and there were lots of activities for people of all ages, including donkey rides, handling birds of prey, viewing fire engines past and present, slides and trampolines for children. The event also helped to raise a substantial amount of money for the two chosen charities; The Fire Fighters Charity and Little Ted's Room. So far £1735 has been raised for The Fire Fighters Charity.

**'Park It' Event**

Crews at C50 attended the first 'Park It' multi-agency event. These events will be held at various locations in the Preston area throughout the August holidays, the first event started on 12 August 2016. The crews from C50 attended this event between 17:00-20:00 at Ribbleton Park. At the event, the crews offered safety advice and various fire safety leaflets were given out, including *Water Safety*, *Home Fire Safety in the Home*, *0800 Chiminea Safety*, plus *Fire Safety Outdoors* were distributed. Attendees were also invited to look around the fire engine.

## INCIDENTS OF OPERATIONAL INTEREST (brief details)

**Incident:** Kitchen Fire  
**Date:** 08 July 2016  
**Time of Call:** 21:47

Two appliances from Preston Fire Station attended a fire in the kitchen of a flat at Lucerne Road, Preston. The occupier had fallen asleep and left a pan unattended which had caught fire. Two firefighters wearing breathing apparatus led one male occupier to safety. He was given oxygen for smoke inhalation and was taken to hospital by Ambulance.

**Incident:** Road Traffic Collision  
**Date:** 23 July 2016  
**Time of Call:** 10:00

Two appliances from Preston and Fulwood Station attended a road traffic collision involving two vehicles on Tag Lane, Fulwood. On arrival, one elderly gentleman was trapped inside his vehicle. The driver of the second vehicle was not injured. The elderly gentleman was extricated from the car by crews using Holmatro cutting and spreading equipment. The roof of the vehicle was removed and the casualty was removed from the vehicle using a long board. He was taken to hospital by ambulance.

**Incident:** Road Traffic Collision  
**Date:** 03 August 2016  
**Time of Call:** 15:25

Two appliances and Urban Search and Rescue (USAR) attended a road traffic collision at Sandygate Lane, Fulwood. A vehicle had left the road and crashed into the living room of a house. On arrival, there were no casualties. Urban Search and Rescue attended the incident to ensure the bay window of the house was made secure from collapse.

**Incident:** House Fire  
**Date:** 08 August 2016  
**Time of Call:** 13:00

One appliance from Fulwood attended a late fire call at Cleveleys Avenue, Fulwood. The fire had occurred at 00:10 the same morning. Several attempts had been made to ignite the house from the outside. The house was unoccupied at the time of the suspected arson attack. A joint investigation is currently underway between the Police and the Fire Service.

**Incident:** Bathroom Fire  
**Date:** 14 August 2016  
**Time of Call:** 02:00

Two Fire appliances from Preston Fire Station attended a bathroom fire at Thorne Street, Preston. The occupiers of the property had been having a party at the premises and it is believed that a cigarette had been accidentally dropped at the side of the upstairs bathroom and had caught fire to several toilet rolls. The owner of the premises was in the kitchen and heard a loud bang. The noise was caused by the bathroom window dropping out due to the fire. Crews from Preston Fire Station attended the fire and extinguished the fire. There were no casualties.

**LANCASHIRE FIRE AND RESCUE SERVICE**  
COMMUNITY SAFETY REPORT

REPORTING PERIOD: JUNE – AUGUST 2016

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| <b>SUMMARY REPORT FOR:</b> | <b>RIBBLE VALLEY</b> |
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**LOCAL COMMUNITY SAFETY ACTIVITIES (brief details)**

**Carbon Monoxide**

The County's largest outdoor music festival was held in Sawley and with up to 15,000 young people attending "Beathearders" the event went off without any serious incidents due to the combined efforts of the local authority, Police and organisers. The Community Fire Safety team attended and made positive links with event volunteers who undertook training on the dangers associated with using disposable barbeques in tents. These volunteers then distributed our own Lancashire Fire and Rescue Service leaflets and posters, to advise other party-goers of the dangers.

**Water Safety**

Aiming to raise the profile of the dangers associated with swimming in open water "Dying for a Dip", water safety leaflets were displayed at waterside locations including Edisford, Grindleton and Dunsop Bridge along with reservoirs across the borough.

**INCIDENTS OF OPERATIONAL INTEREST (brief details)**

**Incident:** Special Service Call  
**Date :** 16 August 2016  
**Time of Call:** 14:38

One appliance from Clitheroe and one appliance from Barnoldswick were mobilised to an incident involving a large milk tanker that had left the road and turned on its side after entering an unseen ditch on a single track road in a remote rural location. The crew from Clitheroe quickly assessed the scene upon arrival and ensuring that all occupants were safe moved to an assessment of the vehicle. The vehicle was heavily laden with milk and the recovery vehicle operative had taken the decision to empty the tanker by allowing the milk to run freely from the tanker unit. Lancashire Fire and Rescue Service staff attend incidents of this nature on a very infrequent basis, but the regular practical and theoretical training by crews prompted the Officer In Charge (OIC) of L91P1 to rightly identify that large quantities of milk entering surface drains has the potential to cause a significant environmental impact. The OIC liaised with the recovery vehicle driver and as a result a second tanker was ordered to the scene and as a result all the milk was safely transferred to an appropriate container.

Crews from Lancashire Fire and Rescue Service stayed on the scene to ensure the safe lifting of the damaged tanker.

This incident is a very good example of the range of topics that Lancashire Fire and Rescue Service crews regularly practice for eventualities such as this.

**LANCASHIRE FIRE AND RESCUE SERVICE**  
COMMUNITY SAFETY REPORT

REPORTING PERIOD: JUNE – AUGUST 2016

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| <b>SUMMARY REPORT FOR:</b> | <b>ROSSENDALE</b> |
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**LOCAL COMMUNITY SAFETY ACTIVITIES (brief details)**

**Deliberate Fires Anti-Social Behaviour (ASB) Reduction**

Following a spike in deliberate wheelie bin fires within the Rossendale district, the Local Housing Authority was approached by a member of the Community Fire Safety team to see if they could liaise with regards to identify ways of reducing the number of incidents. Following a series of discussions and meetings between operational staff, Community Fire Safety, Corporate Communications and also working closely in partnership with Greenvale Homes, it was decided to produce an article around fire safety. Greenvale Homes host a publication which goes out quarterly to all their residents with information, advice and local news which may be of interest to them. As a result of this, Lancashire Fire and Rescue Service have seen a significant reduction in this type of incident and anti-social behaviour in general. This also proves that working cohesively with our key partner agencies and forging an efficient working relationship can lead to improved performance across the shared objectives.

**INCIDENTS OF OPERATIONAL INTEREST (brief details)**

**Incident:** Deliberate Fire Anti-Social Behaviour (DFASB)  
**Date :** 22 June 2016 & 6 July 2016  
**Time of Call:** 19:16 & 07:20

Lancashire Fire and Rescue Service (LFRS) attended two incidents, just over two weeks apart, in a disused Church building, directly in front of a local park. The first incident (22 June), involved a small fire on a balcony area within the church. Evidence suggested that youths had been inside using the Church as a playground, causing significant damage to internal fittings and there was graffiti throughout. Through LFRS engagement with Police Community Support Officer (PCSO), there were increased patrols and youths on the park were spoken to about the dangers of playing in such a building. Re-securing of the property was also arranged with the responsible security company.

The second incident (06 July) resulted in much greater loss. A slow burning fire, which had been ignited several hours prior to discovery, affected the balcony that was involved in the previous fire. This structural damage due to the fire caused partial collapse of the balcony whilst crews were attacking the fire, thus increasing the risk of injury to LFRS staff. The fire was extinguished and crews remained at the scene for some time ensuring there was no further hidden fire spread and to undertake a thorough fire investigation.

With close liaison between LFRS, Police, Diocese and the security company the building was more substantially secured. LFRS completed a joint visit, with Police, to the park to talk to youths about the dangers of the structure and fire setting. Due to the contacts made and consistent environmental visual audits of the building, any attempt to break in is quickly reported and remedied.

Up to the end of August 2016, no further incidents have been reported at the site.



**LANCASHIRE FIRE AND RESCUE SERVICE**  
**COMMUNITY SAFETY REPORT**

REPORTING PERIOD: JUNE – AUGUST 2016

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| <b>SUMMARY REPORT FOR:</b> | <b>SOUTH RIBBLE</b> |
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**LOCAL COMMUNITY SAFETY ACTIVITIES (brief details)**

**HFSC**

A Home Fire Safety Check (HFSC) referral process has been set up between the Community Fire Safety (CFS) team and the 'Churches Together' in Penwortham food banks, based at Kingsfold Community Centre. The majority of people attending the food banks were deemed to be the vulnerable groups Lancashire Fire and Rescue Service are trying to target and through spending time with the volunteers, staff and service users, it became apparent that the majority were high risk and in three weeks, 15 referrals have been generated. During the winter months, it is envisaged that the CFS team will work with the volunteers to deliver food parcels to those who cannot get out due to the cold weather and deliver a HFSC at the same time.

**Summer Safety**

The CFS team attended Penwortham Gala on Saturday, 11 June as part of a District-wide summer safety campaign. They were joined by staff from Lancashire Wellbeing Service, with the aim of providing the general public with summer fire safety advice and increased awareness of the work the Wellbeing Service provide. Advice was provided on the safe use of chimineas, how to BBQ safely and the dangers of carbon monoxide poisoning from cooking whilst camping and caravanning. The CFS team made use of the hot oil unit in order to show the dangers of hot oil and general cooking fires. Despite the bad weather, the event was very successful as the CFS team were able to engage with the public on a timely campaign.

**Businesses - Arson Prevention**

During late June and early July, fire crews from Leyland Fire Station attended a number of deliberately ignited commercial wheelie bin fires within Leyland Town Centre. Whilst there was limited property damage as a result of this fire setting activity, crews recognised that action needed to be taken to prevent further incidents and reduce the risk to life and property. All the affected wheelie bins were of a commercial type and therefore local crews working in conjunction with the Fire Safety Enforcement (FSE) team from Bamber Bridge resulted in over 60 business properties being visited and provided with advice relating to arson prevention.

**INCIDENTS OF OPERATIONAL INTEREST (brief details)**

**Incident:** Primary Fire  
**Date :** 02/07/2016  
**Time of Call:** 21:23:20

Crews from Leyland and Bamber Bridge Fire Stations attended an accidental dwelling fire caused by a fault in a microwave in the kitchen of a ground floor terraced property in Leyland. Fire Crews dealt with the incident which destroyed the microwave and caused slight damage to the kitchen work surfaces. Following the incident, a referral was made to Trading Standards, which identified similar fires across the Country. This has led to Trading Standards making contact with the manufacturer for further investigation.

**LANCASHIRE FIRE AND RESCUE SERVICE**  
**COMMUNITY SAFETY REPORT**

REPORTING PERIOD: JUNE – AUGUST 2016

|  |                        |
|--|------------------------|
| <b>SUMMARY REPORT FOR:</b>   | <b>WEST LANCASHIRE</b> |
| <b>LOCAL COMMUNITY SAFETY ACTIVITIES (brief details)</b>   |                        |
| <b><u>Fire Cadets</u></b><br>Crews and Community Safety Advisors from Ormskirk Fire Station assisted in the Passing Out Parade for Ormskirk Fire Cadets at Ormskirk School on 20 July 2016. The event was attended by the parents of the Cadets as well as Governors, teachers and support staff from Ormskirk School. The Passing Out Parade opened with a drill the Cadets had perfected during their course, where they responded to a fictitious incident which saw them rescue a number of casualties from a smoke filled property. From there, they moved to the school hall, where a presentation took place, displaying some of the activities they had taken part in over the year. These included water safety, first aid and an enrichment day at Service Training Centre. Each Cadet received a certificate recognising their success during the year and one Cadet received an award for Cadet of the Year.   |                        |
| <b><u>Road Safety/Wasted Lives</u></b><br>A road safety day was held at West Lancashire College on 08 June 2016. The purpose of the event was to raise the awareness of drink driving amongst young drivers and the date was specifically chosen to coincide with the beginning of the European Football Championship. On the day, Crews from Skelmersdale Fire Station took one of the two crashed cars the Service use to highlight the dangers of drink driving and also used a scrap car to enable them to carry out a live road traffic collision demonstration and casualty extrication. This was carried out during the College's lunch break to enable the attendance of all college students. Throughout the day, they engaged with approximately 350-400 students. On the back of this event, Wasted Lives education sessions have been carried out and also booked for future dates and they have been approached with requests for future events at the college. |                        |

## INCIDENTS OF OPERATIONAL INTEREST (brief details)

**Incident:** Primary Fire  
**Date:** 24/06/2016  
**Time of Call:** 21:18:51

Two fire engines from Skelmersdale Fire Station attended a house fire on the first floor of a property. Firefighters used four breathing apparatus, two hose reels and two thermal imaging cameras to extinguish the fire. They were at the scene for nearly three hours. No injuries were reported and an investigation is underway.

**Incident:** Flooding – Special Service Call  
**Date:** 16/06/2016  
**Time of Call:** 15:14:25

Prolonged heavy rain and flash flooding occurred in a number of locations in Lancashire but Skelmersdale was particularly badly affected with 74 calls to around 30 incidents. Not all required the intervention of Firefighters, but 10 appliances from across Lancashire were busy in the Skelmersdale area over a two-hour period providing fire cover and pumping out flood water that had entered or was about to enter properties in Skelmersdale and Dalton, including premises at Birch Green, School Lane, Thornton, Willow Hey and Yewdale.

**LANCASHIRE FIRE AND RESCUE SERVICE**  
**COMMUNITY SAFETY REPORT**

REPORTING PERIOD: JUNE – AUGUST 2016

|                            |             |
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| <b>SUMMARY REPORT FOR:</b> | <b>WYRE</b> |
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**LOCAL COMMUNITY SAFETY ACTIVITIES (brief details)**

**Joint Exercise: Lancashire Fire and Rescue Service & HM Coastguard**

A joint exercise between retained duty personnel from Preesall and HM Coastguard from both Knott End and Morecambe took place at Knott End. The scenario included a container of an unknown substance that had been washed up onto the shore line and had been reported to the Coastguard by a member of the public. Firefighters from Preesall were mobilised to deal with the potential chemical incident. Due to the excellent co-operation between all agencies, the exercise was very successful, highlighting ways in which all Services could assist each other at future incidents. Further joint exercises have been arranged to enhance our working relationships with our partner agencies to make our communities safer.

**INCIDENTS OF OPERATIONAL INTEREST (brief details)**

**Incident:** Fire  
**Date:** 10 July 2016  
**Time of Call:** 08:54

Two fire appliances were mobilised to the incident involving a flammable residue in an empty storage tank. Due to large volumes of smoke, fire appliances were increased to four and a request made for the Police to evacuate local residents living in closest proximity to the site.

Cooling water jets were applied to the tank and foam applied from a specialist foam tender to suppress the fire proved effective, eliminating the necessity to evacuate local residents. There were no casualties.